GENERAL SERVICES ADMINISTRATION
FEDERAL ACQUISITION SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE CATALOG/PRICE LIST

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

SCHEDULE TITLE: Multiple Award Schedule (MAS)
CONTRACT NUMBER: GS-35F-541GA

PERIOD COVERED BY CONTRACT: 07/15/2017 to 07/14/2037
OPTION PERIOD: 07/15/2022 to 07/14/2027

Modification PO-0019 - Effective March 2022

For more information on ordering from Federal Supply Schedules click on the GSA Schedules link at www.gsa.gov

CONTRACTOR: Systems Integration & Development, Inc.
9900 Belward Campus Drive, Suite 200
Rockville, MD 20850
Phone: 301-840-2120
E-mail: sidcontracts@sidonline.com
Web: www.sidonline.com

CONTRACTOR’S ADMINISTRATION SOURCE:
Ajay Agrawal | 301-840-2120 | sidcontracts@sidonline.com

BUSINESS SIZE: Small | Socioeconomic Indicators: Small, Minority-Owned Business
CUSTOMER INFORMATION:

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

<table>
<thead>
<tr>
<th>SIN</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Information Technology Professional Services</td>
</tr>
</tbody>
</table>

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN:
(Government net price based on a unit of one)

<table>
<thead>
<tr>
<th>SIN</th>
<th>MODEL</th>
<th>PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Telecom Support Specialist</td>
<td>$48.23/hour</td>
</tr>
</tbody>
</table>

1c. HOURLY RATES: (Services Only): Please see page 6 - 32 for all services offered. See pages 33 - 35 for service pricing.

2. MAXIMUM ORDER*: The maximum order for SIN 54151S is $500,000 per order

*Ordering activities may request a price reduction at any time before placing an order, establishing a BPA, or in conjunction with the annual BPA review. However, the ordering activity shall seek a price reduction when the order or BPA exceeds the simplified acquisition threshold. Schedule contractors are not required to pass on to all schedule users a price reduction extended only to an individual ordering activity for a specific order or BPA.

3. MINIMUM ORDER: $100.00

4. GEOGRAPHIC COVERAGE: Domestic delivery (i.e., the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington D.C., and U.S. Territories)

5. POINT(S) OF PRODUCTION: NA for Services

6. DISCOUNT FROM LIST PRICES: Prices listed are net GSA rates inclusive of IFF

7. QUANTITY DISCOUNT(S): None

8. PROMPT PAYMENT TERMS: Net 30 from receipt of invoice or date of acceptance, whichever is later.

9.a Government Purchase Cards must be accepted at or below the micro-purchase threshold.
9.b Government Purchase Cards are accepted above the micro-purchase threshold. Contact contractor for limit.

10. FOREIGN ITEMS: N/A for Services

11a. TIME OF DELIVERY: As negotiated between Systems Integration & Development, Inc. and the Ordering activity (normally 60 days)

11b. EXPEDITED DELIVERY: As agreed to at the Task Order Level

11c. OVERNIGHT AND 2-DAY DELIVERY: As agreed to at the Task Order Level

11d. URGENT REQUIREMENTS: Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

12. FOB POINT: Destination

13a. ORDERING ADDRESS: 9900 Belward Campus Drive, Suite 200, Rockville MD 20850

13b. ORDERING PROCEDURES: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in FAR 8.405-3

14. PAYMENT ADDRESS: Same as contractor

15. WARRANTY PROVISION: Standard Commercial Warranty. Customer should contact contractor for a copy of the warranty

16. EXPORT PACKING CHARGES: None

17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE: (any thresholds above the micro-purchase level may be inserted by contractor)

18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE): N/A

19. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE): The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of $2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall receive less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public
work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds $2,000, then the requirements of the Davis-Bacon Act apply.
The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, de-installation, and reinstallation services under SIN 33411

20. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE): N/A

20a. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE): N/A

21. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE): N/A

22. LIST OF PARTICIPATING DEALERS (IF APPLICABLE): N/A

23. PREVENTIVE MAINTENANCE (IF APPLICABLE): N/A

24a. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g., recycled content, energy efficiency, and/or reduced pollutants): N/A

24b. Section 508 Compliance for EIT: If applicable, Section 508 compliance information on the services in this contract are available in Electronic and Information Technology (EIT) at the following: www.sidonline.com. The EIT standard can be found at: www.Section508.gov./

25. DUNS NUMBER: 929233252

26. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE: Contractor has an Active Registration in the SAM database.
<table>
<thead>
<tr>
<th>Table Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labor Category Descriptions</td>
<td>Pg 6-32</td>
</tr>
<tr>
<td>Labor Category Pricing</td>
<td>Pg 33-35</td>
</tr>
<tr>
<td>Commitment to promote Small Business Participation</td>
<td>Pg 36</td>
</tr>
<tr>
<td>Best Value Blanket Purchase Agreement (BPA)</td>
<td>Pg 37</td>
</tr>
<tr>
<td>Blanket Purchase Agreement (BPA)</td>
<td>Pg 38-39</td>
</tr>
<tr>
<td>Guidelines for Contractor Team Arrangements</td>
<td>Pg 40</td>
</tr>
</tbody>
</table>
Labor Category Descriptions

NETWORK ENGINEER III

- **Minimum/General Experience**: Minimum four years of experience and Bachelor’s degree in related field
- **Functional Responsibility**: Analyzes problems for resolution through electronic data processing based network and telecommunications tools and methods. As a Lead Analyst, provides supervision and guidance to other network systems analysts. Plans Local Area Network systems software development and enhancements and approves systems enhancement documentation prior to installation. Assigns, instructs, and reviews the integration, test, and implementation work of other network analysts. Provides guidance in areas of formulating requirements, analyzing project proposals, recommending optimum approaches, and developing designs. Investigates availability and provides cost estimates of new equipment requested. Monitors task status, and provides recommendations to alleviate any discrepancies. Is familiar with baseband and broadband technologies, standards, transmission methods, and solutions. Experience analyzing, identifying, and resolving complex network hardware, circuit, and transmission logic problems. Must be familiar with the principles of assessing and analyzing network transmission application to resolve reported malfunctions.
- **Minimum Education**: Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
- **Required/Supplemental Certifications**: 
- **Substitution Methodology**: 4 years pertinent experience = Bachelor’s degree

QUALITY ANALYST I

- **Minimum/General Experience**: Minimum one year of experience and Associate’s degree in related field
- **Functional Responsibility**: Responsible for assisting with quality assurance and compliance with applicable regulatory requirements or customer specific requirements; conducts tests/audits and reviews/analyzes data and documentation. Has knowledge of commonly-used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Typically reports to a supervisor or manager.
- **Minimum Education**: Associate’s degree or two years of relevant experience in lieu of Associate’s degree
- **Required/Supplemental Certifications**: 
• **Substitution Methodology:** 2 years pertinent experience = Associate’s degree

**SENIOR SYSTEMS ENGINEER**

• **Minimum/General Experience:** Minimum five years of experience and Bachelor’s degree in Computer Science or other related field

• **Functional Responsibility:** Travels to the customer site to analyze and enhance the IT systems used within the organization. Performs interviews and other research. Provides technical, managerial, and administrative assistance for problem definition, analysis, requirements development and implementation, for complex to extremely complex systems in the subject matter area. Makes recommendations and advises on organization-wide systems improvements, optimization or maintenance efforts, in the following representative areas: information systems architecture; networking and networks; telecommunications including legacy and high-speed technologies, protocols, operations and management; automation including micro through mainframe hardware, computer languages, operating systems, database systems, security, decision support systems; risk management and electronic analysis, software including commercial software and software development, life-cycle management; modeling and simulation; graphics; data management; etc.

• **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

• **Required/Supplemental Certifications:**

• **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

**IT CONSULTANT I**

• **Minimum/General Experience:** Minimum one year of experience and Associate’s degree in related field

• **Functional Responsibility:** Travels to the customer site to analyze and enhance the IT systems used within the organization. Performs interviews and other research. Provides technical, managerial, and administrative assistance for problem definition, analysis, requirements development and implementation, for complex to extremely complex systems in the subject matter area. Makes recommendations and advises on organization-wide systems improvements, optimization or maintenance efforts, in the following representative areas: information systems architecture; networking and networks; telecommunications including legacy and high-speed technologies, protocols, operations and management; automation including micro through mainframe hardware, computer languages, operating systems, database systems, security, decision support systems; risk management and electronic analysis, software including commercial software and software development, life-cycle management; modeling and simulation; graphics; data management; etc.
commercial software and software development, life-cycle management; modeling and simulation; graphics; data management; etc.

- **Minimum Education**: Associate’s degree or two years of relevant experience in lieu of Associate’s degree
- **Required/Supplemental Certifications**: 
- **Substitution Methodology**: 2 years pertinent experience = Associate’s degree

**MEMBER OF WEB TECH STAFF III**

- **Minimum/General Experience**: Minimum four years of experience and Bachelor's degree in related field
- **Functional Responsibility**: Provide overall design, architecture support for web application/web page, support in creating and maintaining web pages/application including incorporating graphic user interface (GUI) features and other techniques or provide web development support. Provide support to other team members and can act as the team lead. Maintains and provides ongoing design of the website, promos and ad banners, seasonal content specials and custom chat launcher design for partners.
- **Minimum Education**: Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
- **Required/Supplemental Certifications**: 
- **Substitution Methodology**: 4 years pertinent experience = Bachelor’s degree

**DATABASE SPECIALIST IV**

- **Minimum/General Experience**: Minimum five years of experience and Bachelor's degree in related field
- **Functional Responsibility**: The candidate will support projects with data architect needs including analysis, designing or data schemas or database designs or data models or plans for data management or storage requirements. Determine database structural requirements by analyzing client operations, applications, and programming; reviewing objectives with clients; evaluating current systems. Develop database solutions by designing proposed system; defining database physical structure and functional capabilities, security, back-up, and recovery specifications. Maintain database performance by identifying and resolving production and application development problems; calculating optimum values for parameters; evaluating, integrating, and installing new releases; completing maintenance; answering user questions. Will work closely with stakeholders to assess the data requirements by various business applications to evaluate and create schemas and models accordingly.
• **Minimum Education**: Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

• **Required/Supplemental Certifications**:

• **Substitution Methodology**: 4 years pertinent experience = Bachelor’s degree

**SENIOR PROGRAM ADVISOR**

• **Minimum/General Experience**: Eleven years of progressively more responsible experience in providing management and technical direction to large, complex, business and technical operations.

• **Functional Responsibility**: Provide leadership and strategy, support, guidance and direction for accomplishment of multiple, complex and interrelated projects that span multiple technologies and multiple management disciplines. Provide industry and functional expertise to all aspects of the project. Apply technical leadership; planning and implementation; risk management; contract management; and cost control methodologies. Develop and enforce work standards, review work quality, provide quality assurance and configuration management, develop project schedules, and communicate goals, objectives, and policies of the organization to subordinates. Oversee financial management and administrative activities such as: budgeting; financial reporting; and manpower and resource planning. Perform complex evaluations of existing procedures, processes, techniques, models, and/or systems relating to management problems or contractual issues that require reports and recommended solutions. Develop and assist in making client presentations. Supervise and direct staff on a daily basis.

**CONNECTIVITY ENGINEER**

• **Minimum/General Experience**: Minimum four years of experience and Bachelor’s degree in related field

• **Functional Responsibility**: Analyzes problems for resolution through electronic data processing-based network and telecommunications tools and methods. As a Lead Analyst, provides supervision and guidance to other network systems analysts. Plans Local Area Network systems software development and enhancements and approves systems enhancement documentation prior to installation. Assigns, instructs, and reviews the integration, test, and implementation work of other network analysts. Provides guidance in areas of formulating requirements, analyzing project proposals, recommending optimum approaches, and developing designs. Investigates availability and provides cost estimates of new equipment requested. Monitors task status and provides recommendations to alleviate any discrepancies. Is familiar with baseband and broadband technologies, standards, transmission methods, and solutions. Experience analyzing, identifying, and resolving complex network hardware, circuit, and
transmission logic problems. Must be familiar with the principles of assessing and analyzing network transmission application to resolve reported malfunctions.

- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
- **Required/Supplemental Certifications:**
- **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

**ENTERPRISE SYSTEM ARCHITECT II**

- **Minimum/General Experience:** Minimum two years of experience and Bachelor’s degree in related field
- **Functional Responsibility:** Assists with designing architecture for an organization on an enterprise level. Helps defines system and application architecture and provides vision, problem anticipation, and problem solving ability to organization. Demonstrates expertise in a variety of the field’s concepts, practices, and procedures. Familiar with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. Works under general supervision.
- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
- **Required/Supplemental Certifications:**
- **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

**SUBJECT MATTER EXPERT II**

- **Minimum/General Experience:** Minimum ten years of experience and Bachelor’s degree in computer science or a related discipline
- **Functional Responsibility:** The candidate will provide expert advice, analysis, design or implementation support on complex tasks related to Security, software development, architecture, database, storage, network, cloud, systems engineering, IT management or other technologies. This candidate will bring in the industry experience and in-depth knowledge on key technical areas to provide extensive design and strategical plans for the customer on broad technology aspects.
- **Minimum Education:** Bachelor’s degree or four years of relevant experience with specialized certificate in lieu of Bachelor’s degree
- **Required/Supplemental Certifications:**
- **Substitution Methodology:** 4 years pertinent experience with specialized certificate = Bachelor’s degree
CONSULTING ENGINEER I

- **Minimum/General Experience**: Minimum eight years of experience and Bachelor’s degree in Computer Science or other related field
- **Functional Responsibility**: Plans and conducts work requiring judgment in the independent evaluation, selection and substantial adaptation and modification of standard techniques. Prepares detailed and complex engineering packages including specifications, drawings, and other documents required for development and procurement of equipment and materials in support of the client or Government agency. Involved in definition of project scope and development of novel concepts and approaches. Provides data to higher management to support commitments made and technical decisions reached that influence the scope and direction of projects. Develops engineering standards and procedures governing the installation of equipment, facilities and systems within the area of assigned responsibility. Plans, organizes, and supervises the work of engineering staff and other project-oriented personnel.
- **Minimum Education**: Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
- **Required/Supplemental Certifications:
- **Substitution Methodology**: 4 years pertinent experience = Bachelor’s degree

TELECOMMUNICATION ENGINEER

- **Minimum/General Experience**: Minimum four years of experience and Bachelor’s degree in related field
- **Functional Responsibility**: Travels to the customer site to analyze telecommunications characteristics and recommends procurement, removals and modifications to network components. Designs and optimizes network topologies and site configurations. Plans installations, transitions and cut-over of telecommunications components and capabilities. Coordinates requirements with users and suppliers.
- **Minimum Education**: Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
- **Required/Supplemental Certifications:
- **Substitution Methodology**: 4 years pertinent experience = Bachelor’s degree
SYSTEMS ENGINEER IV

- **Minimum/General Experience:** Minimum four years of experience and Bachelor's degree in related field

- **Functional Responsibility:** Performs a full range of engineering tasks under standard and non-standard engineering analysis, development and design work that requires considerable engineering skill, creative ability, and independent judgement. Work requires a high degree of creative ability and engineering and programming skills. May coordinate and lead the work of subordinate engineers on assigned projects. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. Typically reports to a project leader or manager

- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

- **Required/Supplemental Certifications:**

- **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

SOFTWARE DEVELOPER SENIOR

- **Minimum/General Experience:** Minimum five years of experience and Bachelor's degree in related field

- **Functional Responsibility:** Will provide overall support for Designs and coding guidelines for the team. Will also develop software components, units, and modules that meet product specification and development schedules. Participated in large system and subsystem planning. Ensure all product requirements are met and the team performing as per the schedule. Lead a team of software developers to provide development support. Requires comprehensive knowledge of one or more platforms and operating systems, and of programming languages. Typically requires knowledge of one or more systems architectures. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. A wide degree of creativity and latitude is expected. Works under general supervision. Typically reports to a manager or head of a unit/department.

- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

- **Required/Supplemental Certifications:**

- **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree
DATA WAREHOUSE DEVELOPER

- **Minimum/General Experience**: Minimum four years of experience and Bachelor’s degree in related field

- **Functional Responsibility**: The candidate will support a development and/or support effort in the analysis and design of Data Warehouse solution integrating data from a diverse application group. The Data Warehousing Developer will also support the design and implementation of Data Warehouse components, as well as in an enterprise level data warehouse or business intelligence or reporting environment. Candidate will provide reports and data dictionaries for all data analysis reports.

- **Minimum Education**: Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

- **Required/Supplemental Certifications**: 

- **Substitution Methodology**: 4 years pertinent experience = Bachelor’s degree

TELECOMMUNICATIONS ENGINEER II

- **Minimum/General Experience**: Minimum five years of experience and Bachelor's degree in related field

- **Functional Responsibility**: Travels to the customer site to provide support in the translation of business requirements into telecommunications (e.g., LAN, MAN, WAN, Voice and Video) requirements, designs and orders. Also, provides in-depth engineering analysis of telecommunications alternatives for government agencies in support of their strategic modernization efforts and telecommunications enhancement design for medium and large-scale telecommunication infrastructures. Provides interface support to telecommunications end users, telecommunications operations personnel, and telecommunications strategic program management.

- **Minimum Education**: Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

- **Required/Supplemental Certifications**: 

- **Substitution Methodology**: 4 years pertinent experience = Bachelor’s degree

IT CONSULTANT V

- **Minimum/General Experience**: Minimum eight years of experience and Bachelor’s degree in computer science or a related discipline

- **Functional Responsibility**: Travels to the customer site to analyze and enhance the IT systems used within the organization. Performs interviews and other research. Provides technical, managerial, and administrative assistance for problem definition, analysis,
requirements development and implementation, for complex to extremely complex systems in the subject matter area. Makes recommendations and advises on organization-wide systems improvements, optimization or maintenance efforts, in the following representative areas: information systems architecture; networking and networks; telecommunications including legacy and high-speed technologies, protocols, operations and management; automation including micro through mainframe hardware, computer languages, operating systems, database systems, security, decision support systems; risk management and electronic analysis, software including commercial software and software development, life-cycle management; modeling and simulation; graphics; data management; etc.

- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
- **Required/Supplemental Certifications:**
- **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

### ENGINEER LEVEL V

- **Minimum/General Experience:** Minimum eight years of experience and Bachelor’s degree in Computer Science or other related field
- **Functional Responsibility:** Utilizing specialized knowledge and operating independently, determines system design needs based on user requirements and available approaches. Develops general and detailed system design specifications. Leads project team in new system development. Determines and assigns tasks, assesses risks, develops project plans/schedules. Reviews defined system problems and identified approaches and makes final decision on approach or modification to be implemented for solution. Determines testing requirements; reviews specialized testing procedures and adjusts as necessary; and ensures proper accomplishment and documentation of testing.

- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
- **Required/Supplemental Certifications:**
- **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

### PROJECT MANAGER

- **Minimum/General Experience:** Minimum six years of experience and Bachelor's degree in related field
- **Functional Responsibility:** Plans and conducts work requiring judgment in the independent evaluation, selection and substantial adaptation and modification of standard techniques. Prepares detailed and complex engineering packages including
specifications, drawings, and other documents required for development and procurement of equipment and materials in support of the client. Involved in definition of project scope and development of novel concepts and approaches. Provides data to higher management to support commitments made and technical decisions reached that influence the scope and direction of projects. Develops engineering standards and procedures governing the installation of equipment, facilities and systems within the area of assigned responsibility. Plans, organizes, and supervises the work of project staff and other project-oriented personnel. Must be capable of performing enterprise-wide strategic systems planning, information planning, business, and analysis. Performs process and data modeling in support of the planning and analysis efforts using manual and automated tools.

- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

- **Required/Supplemental Certifications:**
  
  **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

**GIS SPECIALIST V**

- **Minimum/General Experience:** Minimum eight years of experience and Bachelor’s degree in Computer Science or other related field

- **Functional Responsibility:** Utilizes Geographic Information System techniques to provide a better understanding of certain variables in a given geographic location. Extracts data from GIS software and uses varying analysis methods to arrive at results. Recommends appropriate reactionary strategies in response to GIS analysis. Provides maps and data sets to clients to supplement analysis. Knowledgeable of GIS software and technology. Works in conjunction with CADD drafters and technicians. Familiar with standard concepts, practices, and procedures within a particular field. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision. Ver likely will lead and direct others. A certain degree of creativity and latitude is required. Typically reports to a supervisor or manager.

- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

- **Required/Supplemental Certifications:**

- **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

**EDITOR V**

- **Minimum/General Experience:** Minimum eight years of experience and Bachelor’s degree in related field
**Functional Responsibility:** Writes, edits, proofreads, and copyedits a variety of documents. Plans and prepares stories for dissemination. Ensures that all documents meet established content standards. Familiar with a variety of the field’s concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. Will very likely lead and direct the work of others. Typically reports to a manager or head of a unit/department. A wide degree of creativity and latitude is expected. BS/BA degree (or equivalent) in a related area as well as 8 to 10 years of experience in the field or in a related area.

**Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

**Required/Supplemental Certifications:**

**Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

---

**IT CONSULTANT IV**

**Minimum/General Experience:** Minimum six years of experience and Bachelor’s degree in Computer Science or other related field

**Functional Responsibility:** Travels to the customer site to analyze and enhance the IT systems used within the organization. Performs interviews and other research. Provides technical, managerial, and administrative assistance for problem definition, analysis, requirements development and implementation, for complex to extremely complex systems in the subject matter area. Makes recommendations and advises on organization-wide systems improvements, optimization or maintenance efforts, in the following representative areas: information systems architecture; networking and networks; telecommunications including legacy and high-speed technologies, protocols, operations and management; automation including micro through mainframe hardware, computer languages, operating systems, database systems, security, decision support systems; risk management and electronic analysis, software including commercial software and software development, life-cycle management; modeling and simulation; graphics; data management; etc.

**Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

**Required/Supplemental Certifications:**

**Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

---

**SYSTEMS ADMINISTRATOR I**

**Minimum/General Experience:** Minimum one year of experience and an Associate’s degree in related field
• **Functional Responsibility:** Maintains data files and control procedures for a simple system of networked personal computers or for a group of desktop computers linked to a host server. Responsible for system security and data integrity. Assigns passwords and monitors use of resources. Back up files as required. May produce periodic business reports, generate output such as labels, letters, and forms, and respond to frequent management request for information. May require extensive knowledge of software such as Microsoft Office or other OS and similar suites of business applications. May be a resident expert for applications running on a department-wide LAN or for the entire computer system in a smaller enterprise

• **Minimum Education:** Associate’s degree or four years of relevant experience in lieu of Associate’s degree

• **Required/Supplemental Certifications:**

• **Substitution Methodology:** 2 years pertinent experience = Associate’s degree

**PROCUREMENT / LOGISTICS SPECIALIST V**

• **Minimum/General Experience:** Minimum four years of experience and Bachelor’s degree in related field

• **Functional Responsibility:** Responsible for purchasing and negotiating materials, equipment, and supplies from vendors. Evaluates vendor quotes and services to determine most desirable suppliers. Analyzes development in materials and supply to reduce costs and improve quality. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. May lead and direct the work of others. A wide degree of creativity and latitude is expected. May manage a staff and typically reports to a manager or head of a unit/department. Requires a BS/BA degree (or equivalent) with 4 to 6 years of experience in a related field.

• **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

• **Required/Supplemental Certifications:**

• **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

**SOFTWARE DEVELOPER III**

• **Minimum/General Experience:** Minimum four years of experience and Bachelor’s degree in related field

• **Functional Responsibility:** Designs and codes software components, units, and modules that meet product specification and development schedules. Tests and debugs assigned components and units, Participated in large system and subsystem planning. Adheres to product build and release schedules and strategies. Acts as a technical resource for
lower-level developers. Requires comprehensive knowledge of one or more platforms and operating systems, and of programming languages. Typically requires knowledge of one or more systems architectures. Familiar with a variety of the field’s concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. A wide degree of creativity and latitude is expected. Works under general supervision. Typically reports to a manager or head of a unit/department.

- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
- **Required/Supplemental Certifications:**
- **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

**MEMBER OF SW TECH STAFF III**

- **Minimum/General Experience:** Minimum four years of experience and Bachelor’s degree in related field
- **Functional Responsibility:** Assist in the design and coding of software products or provide software support to end user. Prepares comprehensive test plans. Conducts tests. Identifies and debugs relatively simple problems. Provides and develops user guides, and support documents for supporting end users. Provides test results and recommends more complex corrections to senior developers. Codes enhancements and supports features. Participates in writing product and user documentation. Requires extensive knowledge of one or more platforms and operating systems, and of programming languages. Typically requires knowledge of one or more systems architectures. Familiar with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. Can work independently and lead few team members.

- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
- **Required/Supplemental Certifications:**
  - **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

**BUSINESS ANALYST IV**

- **Minimum/General Experience:** Minimum six years of experience and Bachelor’s degree in related field
- **Functional Responsibility:** Reviews, analyzes, and evaluates business systems and user needs. Formulates systems to parallel overall business strategies. Writes detailed description of user needs, program functions, and steps required to develop or modify
computer programs. Familiar with related computer software/programs used to perform job functions. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others.

- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

- **Required/Supplemental Certifications:**

- **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

**CONTRACTS ADMINISTRATION II**

- **Minimum/General Experience:** Minimum two years of experience and Bachelor’s degree in related field

- **Functional Responsibility:** Negotiates and administers all aspects of contracts from proposals to contract close-out phase. Works on more complex bids that may require integrating proposal from subcontractors and other potential vendors. Coordinates estimates of materials, equipment, labor costs, performance requirements, and delivery schedules. Prepares bids, cost model, and cost narrative. Reviews bids for conformity to request for proposal (RFP) requirements and develops final bids. May supervise lower-level contracts administrators.

- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

- **Required/Supplemental Certifications:**

- **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

**ENGINEER IV**

- **Minimum/General Experience:** Minimum six years of experience and Bachelor’s degree in related field

- **Functional Responsibility:** Provides expert judgment and analysis for the design, development and implementation of technical products and systems. Resolves highly complex technical issues, conducts advanced research, and identifies product/service innovations. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. A high degree of creativity and latitude is required. Relies on experience and judgment to plan and accomplish goals. Works under general supervision. Performs a variety of tasks. May direct and lead the work of others. Typically reports to a manager or head of a unit/department.
• **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

• **Required/Supplemental Certifications:**

• **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

**IT SECURITY SPECIALIST II**

• **Minimum/General Experience:** Minimum two years of experience and Bachelor’s degree in related field

• **Functional Responsibility:** Assists in the maintenance of systems to protect data from unauthorized users. Identifies, reports, and resolves security violations. Familiar with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. Works under general supervision.

• **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

• **Required/Supplemental Certifications:**

• **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

**OUTREACH & EDUCATION SPECIALIST IV**

• **Minimum/General Experience:** Minimum six years of experience and Bachelor’s degree in related field

• **Functional Responsibility:** Develops and coordinates programs designed to promote the organization and its services and to educate the community and the target population. Creates and distributes educational materials and publications for the community and may be responsible for conducting staff training sessions. Promotes activities and services through various forms of media. Familiar with standard concepts, practices, and procedures within a particular field. A high degree of creativity and latitude is required. Relies on experience and judgment to plan and accomplish goals. Works under general supervision. Performs a variety of tasks. May direct and lead the work of others. Typically reports to a manager or head of a unit/department.

• **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

• **Required/Supplemental Certifications:**

• **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree
MEMBER OF SW TECH STAFF II

- **Minimum/General Experience:** Minimum two years of experience and Bachelor's degree in related field

- **Functional Responsibility:** Assist in the design and coding of software products or provide software support to end user. Prepares comprehensive test plans. Conducts tests. Identifies and debugs relatively simple problems. Provides and develops user guides, and support documents for supporting end users. Provides test results and recommends more complex corrections to senior developers. Codes enhancements and supports features. Participates in writing product and user documentation. Requires extensive knowledge of one or more platforms and operating systems, and of programming languages. Typically requires knowledge of one or more systems architectures. Familiar with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. Works under general supervision.

- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

- **Required/Supplemental Certifications:**

- **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

GIS SPECIALIST

- **Minimum/General Experience:** Minimum one year of experience and Bachelor’s degree in related field

- **Functional Responsibility:** Utilizes Geographic Information System techniques to provide a better understanding of certain variables in a given geographic location. Extracts data from GIS software and uses varying analysis methods to arrive at results. Recommends appropriate reactionary strategies in response to GIS analysis. Provides maps and data sets to clients to supplement analysis. Knowledgeable of GIS software and technology. Works in conjunction with CADD drafters and technicians. Has knowledge of commonly used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Typically reports to a supervisor or manager.

- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

- **Required/Supplemental Certifications:**

- **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree
CONSULTING ENGINEER II

- **Minimum/General Experience**: Minimum ten years of experience and Bachelor’s degree in Computer Science or other related field

- **Functional Responsibility**: Plans and conducts work requiring judgment in the independent evaluation, selection and substantial adaptation and modification of standard techniques. Prepares detailed and complex engineering packages including specifications, drawings, and other documents required for development and procurement of equipment and materials in support of the client or Government agency. Involved in definition of project scope and development of novel concepts and approaches. Provides data to higher management to support commitments made and technical decisions reached that influence the scope and direction of projects. Develops engineering standards and procedures governing the installation of equipment, facilities and systems within the area of assigned responsibility. Plans, organizes, and supervises the work of engineering staff and other project-oriented personnel. Must be capable of performing enterprise-wide strategic systems planning, information planning, business, and analysis. Performs process and data modeling in support of the planning and analysis efforts using manual and automated tools.

- **Minimum Education**: Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

- **Required/Supplemental Certifications**:

- **Substitution Methodology**: 4 years pertinent experience = Bachelor’s degree

BUSINESS ANALYST V

- **Minimum/General Experience**: Minimum eight years of experience and Bachelor’s degree in related field

- **Functional Responsibility**: Reviews, analyzes, and evaluates business systems and user needs. Formulates systems to parallel overall business strategies. Writes detailed description of user needs, program functions, and steps required to develop or modify computer programs. Familiar with related computer software/programs used to perform job functions. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others.

- **Minimum Education**: Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

- **Required/Supplemental Certifications**:

- **Substitution Methodology**: 4 years pertinent experience = Bachelor’s degree
CONTRACTS ADMINISTRATION V

- **Minimum/General Experience**: Minimum eight years of experience and Bachelor’s degree in related field

- **Functional Responsibility**: Typically the senior executive in charge of preparing bids and proposals and ensuring that contractual activities comply with all terms and conditions. Directs the preparation, negotiation, and administration of all contracts, subcontracts, modifications, and related activities. Establishes major contract objectives or policies for the organization, ensuring compliance with FAR and other regulations. May also direct the contracting department.

- **Minimum Education**: Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

- **Required/Supplemental Certifications**:

- **Substitution Methodology**: 4 years pertinent experience = Bachelor’s degree

IT CONSULTANT III

- **Minimum/General Experience**: Minimum four years of experience and Bachelor’s degree in related field

- **Functional Responsibility**: Travels to the customer site to analyze and enhance the IT systems used within the organization. Performs interviews and other research. Provides technical, managerial, and administrative assistance for problem definition, analysis, requirements development and implementation, for complex to extremely complex systems in the subject matter area. Makes recommendations and advises on organization-wide systems improvements, optimization or maintenance efforts, in the following representative areas: information systems architecture; networking and networks; telecommunications including legacy and high-speed technologies, protocols, operations and management; automation including micro through mainframe hardware, computer languages, operating systems, database systems, security, decision support systems; risk management and electronic analysis, software including commercial software and software development, life-cycle management; modeling and simulation; graphics; data management; etc. Can lead a team and work independently.

- **Minimum Education**: Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

- **Required/Supplemental Certifications**:

- **Substitution Methodology**: 4 years pertinent experience = Bachelor’s degree
**IT SECURITY SPECIALIST III**

- **Minimum/General Experience:** Minimum four years of experience and Bachelor’s degree in related field
- **Functional Responsibility:** Analyzes information security systems and applications and recommends and develops security measures to protect information against unauthorized modification or loss. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. Typically reports to a project leader or manager. A wide degree of creativity and latitude is expected.

- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
- **Required/Supplemental Certifications:**

  - **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

**NETWORK ENGINEER IV**

- **Minimum/General Experience:** Minimum five years of experience and Bachelor’s degree in related field
- **Functional Responsibility:** Assists in the development and maintenance of network communications. Uses knowledge of LAN/WAN systems to help design and install internal and external networks. Tests and evaluates network systems to eliminate problems and make improvements. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. May lead and direct the work of others. A wide degree of creativity and latitude is expected. Typically reports to a manager.

- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
- **Required/Supplemental Certifications:**

  - **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

**SYSTEMS ADMINISTRATOR III**

- **Minimum/General Experience:** Minimum four years of experience and Bachelor’s degree in a related field
- **Functional Responsibility:** Installs new software releases, system upgrades, evaluates and installs patches and resolves software related problems. Performs system backups and recovery. Maintains data files and monitors system configuration to ensure data
integrity. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision; typically reports to a project leader or manager. A certain degree of creativity and latitude is required. Familiar with standard concepts, practices, and procedures within a particular field. May lead or direct others.

- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
- **Required/Supplemental Certifications:**
- **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

**ADMINISTRATIVE SPECIALIST III**

- **Minimum/General Experience:** Minimum four years of experience and High School diploma
- **Functional Responsibility:** Performs a variety of both complex and routine administrative and secretarial duties. May provide work direction to lower-level secretarial staff in the same department or unit. Requires extensive working knowledge of assigned department's practices and procedures. Requires a HS diploma (or equivalent), and 4 to 6 years related experience.
- **Minimum Education:** High School diploma or equivalent
- **Required/Supplemental Certifications:**
- **Substitution Methodology:** Equivalent to High School diploma

**CONFIGURATION MANAGEMENT SPECIALIST IV**

- **Minimum/General Experience:** Minimum four years of experience and Bachelor’s degree in related field
- **Functional Responsibility:** Analyzes changes of product design to determine the effect on the end product design and function and determines and prepares documentation necessary for change. Coordinates with customers and manufacturers to determine a process for change reporting. Reviews released engineering change data and changes documenting activities to ensure adherence to configuration management procedures and policies. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. A wide degree of creativity and latitude is expected. May direct and lead others. Works under general supervision. Typically reports to a manager or head of a unit/department.
• **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

• **Required/Supplemental Certifications:**

• **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

---

**IT CONSULTANT II**

• **Minimum/General Experience:** Minimum two years of experience and Bachelor’s degree in related field

• **Functional Responsibility:** Travels to the customer site to analyze and enhance the IT systems used within the organization. Performs interviews and other research. Provides technical, managerial, and administrative assistance for problem definition, analysis, requirements development and implementation, for complex to extremely complex systems in the subject matter area. Makes recommendations and advises on organization-wide systems improvements, optimization or maintenance efforts, in the following representative areas: information systems architecture; networking and networks; telecommunications including legacy and high-speed technologies, protocols, operations and management; automation including micro through mainframe hardware, computer languages, operating systems, database systems, security, decision support systems; risk management and electronic analysis, software including commercial software and software development, life-cycle management; modeling and simulation; graphics; data management; etc.

• **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

• **Required/Supplemental Certifications:**

• **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

---

**PROGRAMMER ANALYST V**

• **Minimum/General Experience:** Minimum eight years of experience and Bachelor’s degree in Computer Science or other related field

• **Functional Responsibility:** Reviews, analyzes, and modifies, requirements, design and programming systems including encoding, testing, debugging and installing to support an organization's business applications, network application or software. Gathers requirements from users and creates specifications, performs extensive analysis, develops design and develops code. Designs and writes codes to support existing application. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others.
- **Minimum Education**: Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
- **Required/Supplemental Certifications**: 
- **Substitution Methodology**: 4 years pertinent experience = Bachelor’s degree

**ENVIRONMENTAL SCIENTIST IV**
- **Minimum/General Experience**: Minimum six years of experience and Bachelor’s degree in related field
- **Functional Responsibility**: Conducts research to identify and abate or eliminate sources of pollutants that affect people, wildlife, and their environments. Analyzes and reports measurements and observations of air, water, soil, and other sources to make recommendations on how best to clean and preserve the environment. Designs and monitors waste disposal sites, preserves water supplies, and reclaims contaminated land and water. Familiar with a variety of the field’s concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. A wide degree of creativity and latitude is expected. May direct and lead others. Works under general supervision. Typically reports to a manager or head of a unit/department. BS/BA degree (or equivalent) plus 6 to 8 years’ experience in related field.
- **Minimum Education**: Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
- **Required/Supplemental Certifications**: 
- **Substitution Methodology**: 4 years pertinent experience = Bachelor’s degree

**MEDIA SPECIALIST V**
- **Minimum/General Experience**: Minimum eight years of experience and Bachelor’s degree in related field
- **Functional Responsibility**: Designs and implements one or more technical media tools such as film, web, audio, etc. to promote the organization and/or its services to the community and the target population. Works with single or multiple forms of media to help ensure a pleasant user experience while imparting precise and accurate content. A high degree of creativity and latitude is required. Relies on experience and judgment to plan and accomplish goals. Works under general supervision. Performs a variety of tasks. Will very likely direct and lead the work of others. Typically reports to a manager or head of a unit/department.
- **Minimum Education**: Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
• Required/Supplemental Certifications:
• Substitution Methodology: 4 years pertinent experience = Bachelor’s degree

SYSTEMS ADMINISTRATOR IV

• Minimum/General Experience: Minimum six years of experience and Bachelor’s degree in related field
• Functional Responsibility: Installs new software releases, system upgrades, evaluates and installs patches and resolves software related problems. Performs system backups and recovery. Maintains data files and monitors system configuration to ensure data integrity. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision; typically reports to a project leader or manager. A certain degree of creativity and latitude is required. Familiar with standard concepts, practices, and procedures within a particular field. May lead or direct others.
• Minimum Education: Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
• Required/Supplemental Certifications:
• Substitution Methodology: 4 years pertinent experience = Bachelor’s degree

TELECOM SUPPORT SPECIALIST

• Minimum/General Experience: Minimum two years of experience and Bachelor’s degree in related field
• Functional Responsibility: Installs, troubleshoots, repairs and maintains telecommunications equipment. Provides reports, completes requests for new service, determines methodology for installing telephone service, determines appropriateness of moderate equipment changes or modifications, call switches, test trunks, test links and installs communication circuits.
• Minimum Education: Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
• Required/Supplemental Certifications:
• Substitution Methodology: 4 years pertinent experience = Bachelor’s degree
CONTRACTS ADMINISTRATION IV

- **Minimum/General Experience:** Minimum six years of experience and Bachelor’s degree in related field

- **Functional Responsibility:** Typically, the senior executive in charge of preparing bids and proposals and ensuring that contractual activities comply with all terms and conditions. Directs the preparation, negotiation, and administration of all contracts, subcontracts, modifications, and related activities. Establishes major contract objectives or policies for the organization, ensuring compliance with FAR and other regulations. May also direct the regulatory compliance oversight function.

- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

- **Required/Supplemental Certifications:**

- **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

GIS SPECIALIST IV

- **Minimum/General Experience:** Minimum six years of experience and Bachelor’s degree in related field

- **Functional Responsibility:** Utilizes Geographic Information System techniques to provide a better understanding of certain variables in a given geographic location. Extracts data from GIS software and uses varying analysis methods to arrive at results. Recommends appropriate reactionary strategies in response to GIS analysis. Provides maps and data sets to clients to supplement analysis. Knowledgeable of GIS software and technology. Works in conjunction with CADD drafters and technicians. Familiar with standard concepts, practices, and procedures within a particular field. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision. May lead and direct others. A certain degree of creativity and latitude is required. Typically reports to a supervisor or manager.

- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

- **Required/Supplemental Certifications:**

- **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

BUSINESS ANALYST III

- **Minimum/General Experience:** Minimum four years of experience and a Bachelor’s degree in related field
• **Functional Responsibility**: Reviews, analyzes, and evaluates business systems and user needs. Formulates systems to parallel overall business strategies. Writes detailed description of user needs, program functions, and steps required to develop or modify computer programs. Familiar with relational database concepts, and client-server concepts. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks.

• **Minimum Education**: Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

• **Required/Supplemental Certifications**: 

• **Substitution Methodology**: 4 years pertinent experience = Bachelor’s degree

### CONFIGURATION MANAGEMENT SPECIALIST V

• **Minimum/General Experience**: Minimum eight years of experience and a Bachelor’s degree in related field

• **Functional Responsibility**: Analyzes changes of product design to determine the effect on the end product design and function and determines and prepares documentation necessary for change. Coordinates with customers and manufacturers to determine a process for change reporting. Reviews released engineering change data and changes documenting activities to ensure adherence to configuration management procedures and policies. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. A wide degree of creativity and latitude is expected. Very likely directs and leads others. Works under general supervision. Typically reports to a manager or head of a unit/department.

• **Minimum Education**: Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

• **Required/Supplemental Certifications**: 

• **Substitution Methodology**: 4 years pertinent experience = Bachelor’s degree

### EDITOR III

• **Minimum/General Experience**: Minimum four years of experience and Bachelor’s degree in related field

• **Functional Responsibility**: Writes, edits, proofreads, and copyedits a variety of documents. Plans and prepares stories for dissemination. Ensures that all documents meet established content standards. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. May direct and lead the work of others. Typically
REPORTS TO A MANAGER OR HEAD OF A UNIT/DEPARTMENT. A WIDE DEGREE OF CREATIVITY AND LATITUDE IS EXPECTED.

- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
- **Required/Supplemental Certifications:**
- **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

**ENVIRONMENTAL ENGINEER III**

- **Minimum/General Experience:** Minimum four years of experience and Bachelor’s degree in related field
- **Functional Responsibility:** Plans, designs, and oversees construction and maintenance of structures and facilities, such as roads, railroads, airports, bridges, harbors, channels, dams, irrigation projects, pipelines, power-plants, water and sewage systems, and waste disposal units to solve environmental problems. Conducts research to identify and abate or eliminate sources of pollutants. Analyzes and reports measurements and observations of air, water, soil, and other sources to make recommendations on how best to clean and preserve the environment. Designs and engineers abatement operations, waste disposal sites, and reclamation of contaminated land and water. Familiar with a variety of the field’s concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. A wide degree of creativity and latitude is expected. May direct and lead others. Works under general supervision. Typically reports to a manager or head of a unit/department.
- **Minimum Education:** Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree
- **Required/Supplemental Certifications:**
- **Substitution Methodology:** 4 years pertinent experience = Bachelor’s degree

**MEMBER OF WEB TECH STAFF II**

- **Minimum/General Experience:** Minimum two years of experience and Associate’s degree in related field
- **Functional Responsibility:** Designs and constructs, web pages/sites including incorporating graphic user interface (GUI) features and other techniques or provide web development support. Maintains and provides ongoing design of the website, promos and ad banners, seasonal content specials and custom chat launcher design for partners.
"Minimum Education": Associate’s degree or two years of relevant experience in lieu of Associate’s degree

"Required/Supplemental Certifications:

"Substitution Methodology": 2 years pertinent experience = Associate’s degree

**BUSINESS ANALYST**

"Minimum/General Experience": Minimum two years of experience and Bachelor’s degree in related field

"Functional Responsibility": Reviews, analyzes, and evaluates business systems and user needs. Formulates systems to parallel overall business strategies. Primary job functions do not typically require exercising independent judgment. Typically reports to a manager. Has knowledge of commonly used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision.

"Minimum Education": Bachelor’s degree or four years of relevant experience in lieu of Bachelor’s degree

"Required/Supplemental Certifications:

"Substitution Methodology": 4 years pertinent experience = Bachelor’s degree

**ADMINISTRATIVE SPECIALIST V**

"Minimum/General Experience": Minimum eight years of experience and High School diploma. Associate’s degree preferred.

"Functional Responsibility": Performs administrative, secretarial, and related duties for a department, top executive or the chief executive officer. Duties are highly confidential and require broad and comprehensive knowledge of the organization’s policies and operations. Responsibilities require discretion, judgment, tact and poise. Incumbent may have considerable latitude and flexibility in carrying out assigned tasks. Normally uses word processing or similar equipment in performing routine secretarial duties. May directly supervise lower-level secretarial or clerical staff. Requires a HS diploma (or equivalent), and 8 to 10 years related experience. AA degree preferred.

"Minimum Education": High School Diploma or equivalent

"Required/Supplemental Certifications:

"Substitution Methodology": equivalent of High School diploma
PRICES FOR IT PROFESSIONAL SERVICES AT HOURLY RATES

The following hourly labor rates are applicable to customer-site (on-site) operations.

<table>
<thead>
<tr>
<th>SIN</th>
<th>SERVICE PROPOSED (e.g. Job Title/Task)</th>
<th>Year 6 7/15/2022-7/14/2023</th>
<th>Year 7 7/15/2023-7/14/2024</th>
<th>Year 8 7/15/2024-7/14/2025</th>
<th>Year 9 7/15/2025-7/14/2026</th>
<th>Year 10 7/15/2026-7/14/2027</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Network Engineer III</td>
<td>$72.27</td>
<td>$73.36</td>
<td>$74.46</td>
<td>$75.57</td>
<td>$76.71</td>
</tr>
<tr>
<td>54151S</td>
<td>Quality Analyst I</td>
<td>$53.99</td>
<td>$54.80</td>
<td>$55.62</td>
<td>$56.46</td>
<td>$57.30</td>
</tr>
<tr>
<td>54151S</td>
<td>Senior Systems Engineer</td>
<td>$123.52</td>
<td>$125.37</td>
<td>$127.26</td>
<td>$129.16</td>
<td>$131.10</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Consultant (Level I)</td>
<td>$65.97</td>
<td>$66.96</td>
<td>$67.97</td>
<td>$68.99</td>
<td>$70.02</td>
</tr>
<tr>
<td>54151S</td>
<td>Member of Web Tech Staff III</td>
<td>$69.55</td>
<td>$70.59</td>
<td>$71.65</td>
<td>$72.73</td>
<td>$73.82</td>
</tr>
<tr>
<td>54151S</td>
<td>Database Specialist IV</td>
<td>$99.37</td>
<td>$100.86</td>
<td>$102.38</td>
<td>$103.91</td>
<td>$105.47</td>
</tr>
<tr>
<td>54151S</td>
<td>Senior Program Advisor</td>
<td>$418.57</td>
<td>$424.84</td>
<td>$431.22</td>
<td>$437.69</td>
<td>$444.25</td>
</tr>
<tr>
<td>54151S</td>
<td>Connectivity Engineer</td>
<td>$79.40</td>
<td>$80.59</td>
<td>$81.80</td>
<td>$83.03</td>
<td>$84.27</td>
</tr>
<tr>
<td>54151S</td>
<td>Enterprise System Architect II</td>
<td>$122.37</td>
<td>$124.20</td>
<td>$126.07</td>
<td>$127.96</td>
<td>$129.88</td>
</tr>
<tr>
<td>54151S</td>
<td>Subject Matter Expert II</td>
<td>$224.55</td>
<td>$227.92</td>
<td>$231.34</td>
<td>$234.81</td>
<td>$238.33</td>
</tr>
<tr>
<td>54151S</td>
<td>Consulting Engineer (Level I)</td>
<td>$159.66</td>
<td>$162.06</td>
<td>$164.49</td>
<td>$166.96</td>
<td>$169.46</td>
</tr>
<tr>
<td>54151S</td>
<td>Telecommunication Engineer</td>
<td>$91.86</td>
<td>$93.23</td>
<td>$94.63</td>
<td>$96.05</td>
<td>$97.49</td>
</tr>
<tr>
<td>54151S</td>
<td>Systems Engineer IV</td>
<td>$93.24</td>
<td>$94.64</td>
<td>$96.06</td>
<td>$97.50</td>
<td>$98.96</td>
</tr>
<tr>
<td>54151S</td>
<td>Software Developer Senior</td>
<td>$96.57</td>
<td>$98.02</td>
<td>$99.49</td>
<td>$100.98</td>
<td>$102.49</td>
</tr>
<tr>
<td>54151S</td>
<td>Data Warehouse Developer</td>
<td>$97.96</td>
<td>$99.43</td>
<td>$100.92</td>
<td>$102.43</td>
<td>$103.97</td>
</tr>
<tr>
<td>54151S</td>
<td>Telecommunications Eng II</td>
<td>$100.51</td>
<td>$102.01</td>
<td>$103.54</td>
<td>$105.10</td>
<td>$106.67</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Consultant (Level V)</td>
<td>$130.82</td>
<td>$132.78</td>
<td>$134.78</td>
<td>$136.80</td>
<td>$138.85</td>
</tr>
<tr>
<td>54151S</td>
<td>Engineer Level V</td>
<td>$104.48</td>
<td>$106.04</td>
<td>$107.63</td>
<td>$109.25</td>
<td>$110.89</td>
</tr>
<tr>
<td>54151S</td>
<td>Project Manager</td>
<td>$110.57</td>
<td>$112.23</td>
<td>$113.91</td>
<td>$115.62</td>
<td>$117.36</td>
</tr>
<tr>
<td>54151S</td>
<td>GIS Specialist V</td>
<td>$112.05</td>
<td>$113.73</td>
<td>$115.43</td>
<td>$117.16</td>
<td>$118.92</td>
</tr>
<tr>
<td>54151S</td>
<td>Editor V</td>
<td>$102.57</td>
<td>$104.10</td>
<td>$105.67</td>
<td>$107.25</td>
<td>$108.86</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Consultant (Level IV)</td>
<td>$119.75</td>
<td>$121.54</td>
<td>$123.37</td>
<td>$125.22</td>
<td>$127.10</td>
</tr>
<tr>
<td>54151S</td>
<td>Systems Administrator I</td>
<td>$53.58</td>
<td>$54.38</td>
<td>$55.20</td>
<td>$56.03</td>
<td>$56.87</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>------------</td>
<td>------------</td>
<td>------------</td>
<td>------------</td>
<td>------------</td>
<td></td>
</tr>
<tr>
<td>Procurement / Logistics Specialist V</td>
<td>$122.37</td>
<td>$124.20</td>
<td>$126.07</td>
<td>$127.96</td>
<td>$129.88</td>
<td></td>
</tr>
<tr>
<td>Software Developer Level 3</td>
<td>$89.23</td>
<td>$90.56</td>
<td>$91.92</td>
<td>$93.30</td>
<td>$94.70</td>
<td></td>
</tr>
<tr>
<td>Member of SW Tech Staff III</td>
<td>$82.19</td>
<td>$83.43</td>
<td>$84.68</td>
<td>$85.95</td>
<td>$87.24</td>
<td></td>
</tr>
<tr>
<td>Business Analyst IV</td>
<td>$133.00</td>
<td>$134.99</td>
<td>$137.02</td>
<td>$139.07</td>
<td>$141.16</td>
<td></td>
</tr>
<tr>
<td>Contracts Administration II</td>
<td>$79.25</td>
<td>$80.44</td>
<td>$81.65</td>
<td>$82.87</td>
<td>$84.11</td>
<td></td>
</tr>
<tr>
<td>Engineer IV</td>
<td>$110.73</td>
<td>$112.39</td>
<td>$114.07</td>
<td>$115.78</td>
<td>$117.52</td>
<td></td>
</tr>
<tr>
<td>IT Security Specialist II</td>
<td>$110.73</td>
<td>$112.39</td>
<td>$114.07</td>
<td>$115.78</td>
<td>$117.52</td>
<td></td>
</tr>
<tr>
<td>Outreach &amp; Education Specialist IV</td>
<td>$88.59</td>
<td>$89.92</td>
<td>$91.27</td>
<td>$92.64</td>
<td>$94.03</td>
<td></td>
</tr>
<tr>
<td>Member of SW Tech Staff II</td>
<td>$72.72</td>
<td>$73.81</td>
<td>$74.91</td>
<td>$76.04</td>
<td>$77.18</td>
<td></td>
</tr>
<tr>
<td>Consulting Engineer (Level II)</td>
<td>$164.91</td>
<td>$167.39</td>
<td>$169.90</td>
<td>$172.45</td>
<td>$175.03</td>
<td></td>
</tr>
<tr>
<td>Business Analyst V</td>
<td>$160.73</td>
<td>$163.28</td>
<td>$165.73</td>
<td>$168.22</td>
<td>$170.74</td>
<td></td>
</tr>
<tr>
<td>Contracts Administration V</td>
<td>$111.91</td>
<td>$113.59</td>
<td>$115.30</td>
<td>$117.03</td>
<td>$118.78</td>
<td></td>
</tr>
<tr>
<td>IT Consultant (Level III)</td>
<td>$87.24</td>
<td>$88.54</td>
<td>$89.87</td>
<td>$91.22</td>
<td>$92.59</td>
<td></td>
</tr>
<tr>
<td>IT Security Specialist III</td>
<td>$126.49</td>
<td>$128.39</td>
<td>$130.31</td>
<td>$132.27</td>
<td>$134.25</td>
<td></td>
</tr>
<tr>
<td>Network Engineer IV</td>
<td>$100.33</td>
<td>$101.84</td>
<td>$103.37</td>
<td>$104.92</td>
<td>$106.49</td>
<td></td>
</tr>
<tr>
<td>Systems Administrator III</td>
<td>$84.32</td>
<td>$85.58</td>
<td>$86.86</td>
<td>$88.17</td>
<td>$89.49</td>
<td></td>
</tr>
<tr>
<td>Administrative Specialist III</td>
<td>$52.47</td>
<td>$53.25</td>
<td>$54.05</td>
<td>$54.86</td>
<td>$55.68</td>
<td></td>
</tr>
<tr>
<td>Configuration Management Specialist IV</td>
<td>$99.06</td>
<td>$100.55</td>
<td>$102.06</td>
<td>$103.59</td>
<td>$105.14</td>
<td></td>
</tr>
<tr>
<td>IT Consultant (Level II)</td>
<td>$73.83</td>
<td>$74.94</td>
<td>$76.06</td>
<td>$77.20</td>
<td>$78.36</td>
<td></td>
</tr>
<tr>
<td>Programmer Analyst V</td>
<td>$115.98</td>
<td>$117.72</td>
<td>$119.49</td>
<td>$121.28</td>
<td>$123.10</td>
<td></td>
</tr>
<tr>
<td>Environmental Scientist IV</td>
<td>$108.81</td>
<td>$110.44</td>
<td>$112.10</td>
<td>$113.78</td>
<td>$115.48</td>
<td></td>
</tr>
<tr>
<td>Media Specialist V</td>
<td>$99.06</td>
<td>$100.55</td>
<td>$102.06</td>
<td>$103.59</td>
<td>$105.14</td>
<td></td>
</tr>
<tr>
<td>System Administrator IV</td>
<td>$96.09</td>
<td>$97.53</td>
<td>$98.99</td>
<td>$100.48</td>
<td>$101.99</td>
<td></td>
</tr>
<tr>
<td>Telecom Support Specialist</td>
<td>$48.23</td>
<td>$48.96</td>
<td>$49.69</td>
<td>$50.44</td>
<td>$51.19</td>
<td></td>
</tr>
<tr>
<td>Contracts Administration IV</td>
<td>$103.72</td>
<td>$105.28</td>
<td>$106.86</td>
<td>$108.46</td>
<td>$110.09</td>
<td></td>
</tr>
<tr>
<td>GIS Specialist IV</td>
<td>$130.57</td>
<td>$132.53</td>
<td>$134.52</td>
<td>$136.53</td>
<td>$138.58</td>
<td></td>
</tr>
<tr>
<td>Business Analyst III</td>
<td>$108.44</td>
<td>$110.07</td>
<td>$111.72</td>
<td>$113.40</td>
<td>$115.10</td>
<td></td>
</tr>
<tr>
<td>Classification</td>
<td>Salary 1</td>
<td>Salary 2</td>
<td>Salary 3</td>
<td>Salary 4</td>
<td>Salary 5</td>
<td></td>
</tr>
<tr>
<td>--------------------------------------------</td>
<td>-----------</td>
<td>-----------</td>
<td>-----------</td>
<td>-----------</td>
<td>-----------</td>
<td></td>
</tr>
<tr>
<td>Configuration Management Specialist V</td>
<td>$130.57</td>
<td>$132.53</td>
<td>$134.52</td>
<td>$136.53</td>
<td>$138.58</td>
<td></td>
</tr>
<tr>
<td>Editor III</td>
<td>$72.30</td>
<td>$73.38</td>
<td>$74.48</td>
<td>$75.60</td>
<td>$76.73</td>
<td></td>
</tr>
<tr>
<td>Environmental Engineer III</td>
<td>$97.75</td>
<td>$99.22</td>
<td>$100.71</td>
<td>$102.22</td>
<td>$103.75</td>
<td></td>
</tr>
<tr>
<td>Member of Web Tech Staff II</td>
<td>$65.13</td>
<td>$66.10</td>
<td>$67.10</td>
<td>$68.10</td>
<td>$69.12</td>
<td></td>
</tr>
<tr>
<td>Business Analyst</td>
<td>$87.37</td>
<td>$88.68</td>
<td>$90.01</td>
<td>$91.36</td>
<td>$92.73</td>
<td></td>
</tr>
<tr>
<td>Administrative Specialist V</td>
<td>$75.77</td>
<td>$76.91</td>
<td>$78.06</td>
<td>$79.23</td>
<td>$80.42</td>
<td></td>
</tr>
</tbody>
</table>
USA COMMITMENT TO PROMOTE
SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS

PREAMBLE

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

COMMITMENT

To actively seek and partner with small businesses.

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

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

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

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

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

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

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact Ajay Agrawal, President, Systems Integration & Development, Inc., (301) 840-2120, e-mail aagrawal@sidonline.com.
BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE
(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and
_____(Contractor) __________________enter into a cooperative agreement to further
reduce the administrative costs of acquiring commercial items from the General
Services Administration (GSA) Federal Supply Schedule
Contract(s)_____________________.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs
such as: search for sources; the development of technical documents, solicitations and
the evaluation of offers. Teaming Arrangements are permitted with Federal Supply
Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating
the need for repetitive, individual purchases from the schedule contract. The end result
is to create a purchasing mechanism for the ordering activity that works better and
costs less.

Signatures

------------------------------------------------------------------- Ordering
Activity Date Contractor Date

-------------------------------------------------------------------
(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s), Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering activity):

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER

(2) Delivery: DESTINATION

(3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be .

(4) This BPA does not obligate any funds.

(5) This BPA expires on or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI),

OFFICE

* SPECIAL BPA DISCOUNT/PRICE

DELIVERY SCHEDULE/DATES

POINT OF CONTACT

FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

(a) Name of Contractor;
(b) Contract Number;
(c) BPA Number;
(d) Model Number or National Stock Number (NSN);
(e) Purchase Order Number;
(f) Date of Purchase;
(g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
(h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor’s invoice, the provisions of this BPA will take precedence.
BASIC GUIDELINES FOR USING
“CONTRACTOR TEAM ARRANGEMENTS”

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

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

Orders under a Team Arrangement are subject to terms and conditions or the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors. Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customer’s needs, or -
  - Federal Supply Schedule Contractors may individually submit a Schedule “Team Solution” to meet the customer’s requirement.
- Customers make a best value selection.