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

GSA Multiple Award Schedule (MAS)
Industrial Group: MAS

Contract Number: GS-35F-577GA

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<th>SIN</th>
<th>OLM</th>
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<td>Title</td>
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For more information on ordering from Federal Supply Schedules, visit: https://www.gsa.gov/buying-selling/purchasing-programs/gsa-schedules.

Contract Period: 28 July 2017 through 27 July 2022

Pricelist current through Modification #PS-A821, dated 06/15/2020.

CONTRACTOR POINTS OF CONTACT:

SAIC GSA PROGRAM MANAGEMENT OFFICE

Program Manager: Alexander Read Bavely
Science Applications International Corporation
12010 Sunset Hills Road
Reston, VA 20190
Phone: (703) 676-2177
E-mail: Alexander.R.Bavely@saic.com

Contract Manager: Timothy E. Bodnar, Jr.
Science Applications International Corporation
12010 Sunset Hills Road
Reston, VA 20190
Phone: (301) 401-3440
E-mail: Timothy.E.Bodnar.Jr@saic.com

Business Size: Large, 500+ employees

SAIC® is a premier technology integrator solving our nation’s most complex modernization and readiness challenges. Our robust portfolio of offerings across the defense, space, civilian, and intelligence markets includes high-end solutions in engineering, IT, and mission solutions. Using our expertise and understanding of existing and emerging technologies, we integrate the best components from our own portfolio and our partner ecosystem to deliver innovative, effective, and efficient solutions. For more information, visit: www.saic.com.
Contractor has been awarded under the cooperative purchasing and disaster recovery programs. All awarded SINs are available to state and local government entities.

SIN 54151S - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES
FPDS Code D301 IT Facility Operation and Maintenance
FPDS Code D302 IT Systems Development Services
FPDS Code D306 IT Systems Analysis Services
FPDS Code D307 Automated Information Systems Design and Integration Services
FPDS Code D308 Programming Services
FPDS Code D311 IT Data Conversion Services
FPDS Code D316 IT Network Management Services
FPDS Code D317 Automated News Services, Data Services, or Other Information Services
FPDS Code D399 Other Information Technology Services, Not Elsewhere Classified

Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

Note 2: Offerors and ordering activities are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.

Note 3: This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performance by the publisher or manufacturer or one of their authorized agents.
1a. Special Item Numbers:

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<tr>
<th>SIN</th>
<th>SIN Title</th>
<th>Old IT70 SIN</th>
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<td>54151S</td>
<td>Information Technology Professional Services</td>
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<tr>
<td>OLM</td>
<td>Order-Level Materials (OLM)</td>
<td>70-500</td>
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1b. Lowest priced model and lowest unit prices: N/A

1c. Labor Category Descriptions: See Page 7

2. Maximum Order: $500,000.

NOTE TO ORDERING ACTIVITIES: If the best value selection places your order over the Maximum Order identified in this catalog/price list, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contactor for a better price. The contractor may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

3. Minimum Order: $0.

4. Geographic Coverage: The geographic scope of the contract will be Domestic and Overseas delivery.

5. Points of Production: United States

6. Discount from List Prices: Prices shown in pricelist are net. Discounts have been deducted and the Industrial Funding Fee has been added.

7. Quantity Discounts: None. However, discounts for orders placed that exceed the maximum order threshold shall be negotiated on an order by order basis.

8. Prompt Payment Terms: 0%; Net 30


10. Foreign Items: None

11a. Time of Delivery: 30 Days ARO or as negotiated with ordering activity.

11b. Expedited Delivery: To be negotiated per each delivery order.

11c. Overnight and Two-day Delivery: To be negotiated per each delivery order.

11d. Urgent Requirements: Contact SAIC for urgent requirements.

12. F.O.B Points: Destination
13a. **Ordering Address:** Science Applications International Corporation 12010 Sunset Hills Road, Reston VA 20190

13b. **Ordering Procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).

14. **Payment Address:**

Should Electronic Funds Transfer (EFT) payment be available, Science Applications International Corporation, requests that the EFT remittance be specified as follows:

Science Applications International Corporation  
Bank of America  
1401 Elm Street 2nd Floor  
Dallas, TX 75202  
Account No.: 1291244241  
ABA Routing No.: 121000358

Should EFT not be available, the remittance address is as follows:

Science Applications International Corporation  
P. O. Box 742497  
Atlanta, GA 30374-2497

Please also reference:

- The name of the customer making payment
- The contract number/delivery order number
- The invoice number
- If available, project number

15. **Warranty Provision:** Standard Commercial Warranty

16. **Export Packing Charges:** N/A

17. **Terms and conditions of Government commercial credit card acceptance:** None.

18. **Terms and conditions of Government rental, maintenance, and repair:** N/A

19. **Terms and conditions of installation:** N/A

20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices:** N/A

20a. **Terms and conditions for any other services:** N/A

21. **List of service and distribution points:** N/A

22. **List of participating dealers:** N/A

23. **Preventive Maintenance:** N/A

24a. **Special attributes such as environmental attributes:** Not Applicable.
24b. 508 Compliance Information: Yes

25. Data Universal Number (DUNS) Number: 069341972

26. Notification regarding registration in SAM database: SAIC is registered in the System.

27. Contract Administrator:

Timothy E. Bodnar, Jr.
Contract Principal
301-401-3440
timothy.e.bodnar.jr@saic.com

28. Labor Descriptions

Administrative/Graphics Specialist

Functional Responsibility: Prepares correspondence, maintains schedules, and coordinates travel. Assists in the preparation of presentation graphics and supports the development of contract deliverables and reports by developing and updating graphic presentations to improve the quality and enhance the usability of these documents. Responsible for integrating the graphics generated with automated tools and deliverable documents.

Minimum Education/Experience: Requires a high school diploma and a minimum of two years’ experience in office administration and developing graphic artistic presentations for publications and documents (preferably technical documentation). Requires one year of specialized experience using commercial automated word processing (e.g., WordPerfect, Word), graphics systems (Harvard Graphics, Freelance, etc.), and desktop publishing systems. With an Associate’s Degree in Computer Science, Information Systems, Engineering, Business, or related discipline, one year general experience and one year of specialized experience are required.

Budget/Financial Analyst

Minimum/General Experience: Requires 5 years of budget, cost, schedule analysis, operations research, or engineering experience. An advanced business, computer science or engineering degree may substitute for the experience requirement.

Functional Responsibility: Advise on and perform professional cost, budget and schedule measurement work. Requires the technical ability to develop and manipulate databases, assess future trends, technological implications, and evaluate new and innovative acquisition strategies.

Minimum Education: Bachelors degree in business, finance, accounting, computer science, engineering, operations research, mathematics or related field.

Budget/Financial Analyst, Junior

Minimum/General Experience: Requires 2 years of budget, cost, schedule analysis, database development and utilizations, operations research, or engineering experience.

Functional Responsibility: Perform professional cost, budget and schedule measurement work. Requires the technical ability to develop and manipulate databases, assess future trends, technological implications, and evaluate new and innovative acquisition strategies.
Minimum Education: Bachelor’s degree in business, finance, accounting, computer science, engineering, operations research, mathematics or related field. Requires 24 units of Quantitative Analysis.

Budget/Financial Analyst, Senior

Minimum/General Experience: Requires 8 years of budget, cost, schedule analysis, operations research, or engineering experience, at least 2 of which are involved in military equipment. One of the years must have been in a management position. An advanced business, computer science or engineering degree may substitute for two years of the experience requirement.

Functional Responsibility: Plan, organize and direct the budget, cost, and schedule analysis efforts of a group of specialists skilled in information technology, military operations, engineering, management, programming and pricing. Work requires the technical capability to develop and manipulate databases, assess budget, cost, and schedule implications of existing and projected technological advances.

Minimum Education: Bachelor’s degree in business, finance, accounting, computer science, engineering, operations research, mathematics or related field.

Communications Engineer

Minimum/General Experience: Requires a minimum of 3 years of telecommunications and networking experience.

Functional Responsibility: Capable of evaluating, analyzing, and designating data communication standards, interface criteria, modem requirements, communications security equipment requirements and operating characteristics. Must be able to apply appropriate traffic engineering practices to communications networks that ensure their ability to support the data processing requirements.

Minimum Education: Bachelor’s degree in technical field such as Electrical Engineering or Computer Science.

Communications/Network Manager


Minimum Education: A Bachelor’s Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. This position requires a minimum of 7 years’ experience of which 4 years must be specialized. Specialized experience includes network management, engineering, and administration. CNE or ACNE certification is desirable. General experience includes all aspects of communication network planning, installation, and support. With a Master’s Degree (in the fields described above), 5 years general experience of which at least 2 years must be specialized is required. With 11 years general experience of which at least 8 years is specialized, a degree is not required.

Computer Systems Engineer

Minimum/General Experience: Requires a minimum of 2 years’ experience in analyzing information
requirements, helping develop plans for automated information systems from inception to conclusion, developing system requirements and program specifications.

Functional Responsibility: Analyzes and evaluates existing or proposed systems and devises computer systems to process data.

Minimum Education: Bachelor’s degree in technical field such as Computer Science or Information Systems.

Computer Systems Engineer, Senior

Minimum/General Experience: Requires a minimum of 10 years’ experience with at least 8 years’ experience including analysis and design of applications on complex systems for large scale computers, experience in database management concepts, use of programming languages such as Ada, COBOL, C, C++. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to sue in coding, testing and debugging of computer programs.

Functional Responsibility: Analyzes and evaluates existing or proposed systems and devises computer systems to process data.

Minimum Education: Bachelor’s degree in technical field such as Computer Science or Information Systems.

Computer Technician

Minimum/General Experience: 5 years of intensive and progressive specific experience in planning, designing, and analyzing telecommunications networks, with 1 year experience in management of IRM engineering projects (managing desktop computing contracts). Experience should include demonstrated knowledge of Ethernet and FDDI and a working knowledge of operating systems and protocols such as Novell, NT, UNIX, VINES, and TCP/IP. Should have experience with network analysis/management tools and techniques and be familiar with PCs in a client server environment. Should be familiar with IT and long distance and local carrier management.

Functional Responsibility: Assists in the design and implementation of LAN/WANs using hub and router technology. Performs hardware/software analyses to provide comparative data of performance characteristics and suitability within the existing systems environment. Prepares trade-off studies and evaluations for vendor equipment. Generates network monitoring/performance reports for LAN/WAN utilization studies. Recommends network design changes/enhancements for improved system availability and performance. Performs a variety of network management functions related to the operation, performance, or availability of data communications networks. May be responsible for daily operation of computer networking equipment, monitoring and tuning equipment, and establishing user accounts.

Minimum Education: Bachelor’s degree in Computer Science, Business, Finance, Accounting, Engineering, Operations Research, Mathematics, or related field.

Database Management Analyst

Minimum/General Experience: Requires a minimum of 5 years of management and practical database management experience.

Functional Responsibility: Requires both technical and management skills which shall be used to coordinate and manage support efforts from a team of technical experts consisting of test and evaluation specialists,
computer software experts, and functional area experts to properly understand current database management system considerations and recommendations. Specific experience in designing and building databases using the DBMS software required by the user’s application may be required.

Minimum Education: Bachelor’s degree in Computer Science.

Database Management Analyst

Minimum/General Experience: Requires a minimum of 5 years of management and practical database management experience.

Functional Responsibility: Requires both technical and management skills which shall be used to coordinate and manage support efforts from a team of technical experts consisting of test and evaluation specialists, computer software experts, and functional area experts to properly understand current database management system considerations and recommendations. Specific experience in designing and building databases using the DBMS software required by the user’s application may be required.

Minimum Education: Bachelor’s degree in Computer Science.

Database Management Analyst, Senior

Minimum/General Experience: Requires a minimum of 10 years of management and practical database management experience.

Functional Responsibility: Requires both technical and management skills which shall be used to coordinate and manage support efforts from a team of technical experts consisting of test and evaluation specialists, computer software experts, and functional area experts to properly understand current database management system considerations and recommendations. Specific experience in designing and building databases using the DBMS software required by the user’s application may be required.

Minimum Education: Bachelors degree in Computer Science.

Functional Analyst

Functional Responsibility: Analyzes user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task.

Minimum Education: A Bachelor’s Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. This position requires a minimum of 6 years’ experience, of which at least 3 years must be specialized. Specialized experience includes: developing functional requirements for complex integrated IT systems. With a Master’s Degree (in the fields described above): 4 years of general experience of which at least 1 year must be specialized experience is required. With 10 years of general experience of which at least 8 years is specialized, a degree is not required.

Functional Analyst, Junior

Functional Responsibility: Analyzes user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task.
Minimum Education: A Bachelor’s Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. This position requires a minimum of 3 years’ experience, of which at least 1 year must be specialized. Specialized experience includes: developing functional requirements for complex integrated ADP systems. With a Master’s Degree (in the fields described above): 1 year of specialized experience is required. With 7 years of general experience of which at least 5 years is specialized, a degree is not required.

Functional Analyst, Senior

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

Minimum Education: A Bachelor’s Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. This position requires a minimum of 10 years’ experience, of which at least 6 years must be specialized. Specialized experience includes functional experience with the specific requirements of a task order or developing functional requirements for complex integrated IT systems. With a Master’s Degree (in the fields described above) 8 years of general experience of which 4 years must be specialized experience is required. With 14 years of general experience of which at least 10 years is specialized, a degree is not required.

Help Desk Manager

Functional Responsibility: Provides daily supervision and direction to staff who are responsible for phone and in-person support to users in the areas of e-mail, directories, standard Windows desktop applications, and deployed applications.

Minimum Education: A Bachelor’s Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. This position requires a minimum of 7 years’ experience, of which at least 5 years must be specialized. Specialized experience includes: management of help desks in a multi-server environment, help desk support, and end user training. General experience includes information systems development, network and other work in the client/server or related fields. With a Master’s Degree (in the fields described above) 5 years of general experience of which 3 years must be specialized experience is required. With 11 years of general experience of which at least 9 years is specialized, a degree is not required.

Help Desk Specialist

Functional Responsibility: Provides phone and in-person support to users in the areas of e-mail, directories, standard Windows desktop applications, and custom-developed applications. Serves as the initial point of contact for troubleshooting hardware/software, PC, and printer peripherals problems.

Minimum Education: An Associate’s Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. This position requires a minimum of 5 years’ experience, of which at least 3 years must be specialized. Specialized experience includes: diagnosis of problems and user assistance with PC operating systems, networking, and mail standards or work on a help desk. General experience includes information systems development, network and other work in the client/server or related fields. With a Bachelor’s Degree (in the fields described above) 4 years of general experience and at least 2 years of specialized experience are required. With 8 years general experience of which at least 6 years is specialized, a degree is not required.
**HTML Editor**

**Minimum/General Experience:** Requires 3 years of progressive experience with computer applications such as Microsoft Office, Lotus Smartsuite, or Corel Office Suites. Requires 1 year experience with HTML Editors- such as HOT DOG, Homesite, or Similar tools; Web Site Development Tools – such as Front Page, Cold Fusion, JAVA, Active Server Pages; Graphics Creation/Manipulation of tools: such as Adobe Illustrator, Adobe Photoshop, HTML, XML, or Dynamic HTML.

**Functional Responsibility:** Provide assistance to clients to enable them to fulfill their web related responsibilities. Assistance will include: collecting and organizing information required for preparation of user manuals, training materials, installation guides, proposals and reports; creative editing of HTML or work processing documents; creation of documentation and utilization of FTP to post web content. Design of web pages including layout and graphical content. Research new technology. Assist web developers and web master.

**Minimum Education:** Bachelor’s Degree with 1 year of experience. High School Degree with 3 years.

**Information Engineer, Senior**

**Functional Responsibility:** Applies a set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Performs process and data modeling in support of the planning and analysis efforts using CASE tools where appropriate. Provides technical guidance in software engineering techniques and automated support tools.

**Minimum Education/Experience:** A Master’s Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. This position requires a minimum of 10 years’ experience in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. Of the 10 years general experience, a minimum of 7 years specialized experience is required in the following: management of all phases of information engineering projects, systems analysis, systems design, and/or system development using CASE and IE tools and methods. With a Bachelor’s Degree in fields identified above and 12 years general experience of which at least 9 years must be specialized.

**Logistics Analyst**

**Minimum/General Experience:** Requires a minimum of 4 years of experience in two or more technological areas directly related to the work areas in which the individual performs, including experience in logistics planning and in all phases of system acquisition.

**Functional Responsibility:** Provide integrated logistic support (ILS) activities designed to provide effective and efficient life-cycle support of equipment or systems.

**Minimum Education:** Bachelor’s Degree with at least 25 weeks technical and logistics training, ie. Computer, support equipment, logistics acquisition, etc.
Logistics Analyst, Senior

Minimum/General Experience: Requires a minimum of 10 years of experience in two or more technological areas directly related to the work areas in which the individual performs, including experience in logistics planning and in all phases of system acquisition.

Functional Responsibility: Lead and direct integrated logistic support (ILS) activities designed to provide effective and efficient life-cycle support of equipment or systems.

Minimum Education: Bachelor’s Degree with at least 60 weeks technical and logistics training, ie. Computer, support equipment, logistics acquisition, etc.

Network Engineer

Minimum/General Experience: Requires 8 years of intensive and progressive specific experience in planning, designing, and analyzing telecommunications networks; 4 years’ experience in supervision of IRM engineering projects. 2 years of which must have been in supervising desktop computing contracts. Experience should include demonstrated knowledge of Ethernet and FDDI and a working knowledge of operating systems and protocols such as Novell, NT, UNIX, VINES< and TCP/IP. Should have experience with network analysis/management tools and techniques and be familiar with PCs in a client/server environment. Should be familiar with IT and long distance and local carrier management.

Functional Responsibility: Responsible for the design and implementation of LAN/WANs using hub and router technology. Performs hardware/software analyses to provide comparative data of performance characteristics and suitability within the existing systems environment. Prepares trade-off studies and evaluations for vendor equipment. Generates network monitoring/performance reports for LAN/WAN utilization studies. Recommends network design changes/enhancements for improved system availability and performance. Performs a variety of network management functions related to the operation, performance, or availability of data communications networks. May be responsible for daily operation of computer networking equipment, monitoring and tuning equipment, and establishing user accounts. May manage network e-mail functions, troubleshooting network/user problems, and implementation of solutions. May assist in the development and management of project plans. Coordinates with Contractor’s project manager, Government COR, and Government user representative to ensure accurate solutions and user satisfaction on technical matters.

Minimum Education: Bachelor’s Degree in Computer Science, Business, Finance, Accounting, Engineering, Operations Research, Mathematics, or related field.

Office Automation (OA) Trainer

Minimum/General Experience: Requires 2 years of progressive IRM experience, including at least two projects in the service function including: training, network installation, and network design. At least one project must have occurred within the past 3 years.

Functional Responsibility: Assists in the design and implementation of LAN/WANs using hub and router technology. Performs hardware/software analyses to provide comparative data of performance characteristics and suitability within the existing systems environment. Prepares trade-off studies and evaluations for vendor equipment. Assists in generating network monitoring/performance reports for
LAN/WAN utilization studies. Recommends network design changes/enhancements for improved system availability and performance. Performs a variety of network management functions. May be responsible for operating and maintaining network management centers managing networks in client organizations. May manage network e-mail functions. Troubleshoots network/user problems, and may identify and implement solutions. May assist in the development and management of project plans.

**Minimum Education:** Bachelor’s Degree in Computer Science, Business, Finance, Accounting, Engineering, Operations Research, Mathematics, or related field.

**Program (Contract) Manager**

Minimum/General Experience: Requires a minimum of 7 years’ experience in acquisition/engineering project development from inception to deployment, demonstrated ability to provide guidance and direction in the services offered and described in the solicitation and proven expertise in the management and control of funds and resources.

**Functional Responsibility:** Serves as the contractor’s single point of contact with the Government user customer. Responsible for formulating and enforcing work standards, assigning schedules, supervising contractor personnel and communicating policies, purposes, and goals of the organization to subordinates. Responsible for the overall contract performance.

**Minimum Education:** Bachelor’s Degree in one of the information technology fields such as Computer Science, Information Systems, Engineering or other relevant or technical discipline.

**Programmer/Program Analyst**

Minimum/General Experience: Requires a minimum of 2 years’ experience in designing, coding, testing, developing and documenting application programs for complex computer systems; performing modification to and maintenance of highly complex operational programs and procedures.

**Functional Responsibility:** Formulate and implement solutions to complex and/or highly specialized problems requiring a measure of creative thinking for the development of complex systems solutions to customer requirements.

**Minimum Education:** Bachelor’s Degree in Computer Science, Information Systems, Engineering, Business or other relevant or technical discipline.

**Programmer/Program Analyst, Sr.**

Minimum/General Experience: Requires a minimum of 8 years’ experience in designing, coding, testing, developing and documenting application programs for complex computer systems; performing modification to and maintenance of highly complex operational programs and procedures.

**Functional Responsibility:** Formulate and implement solutions to complex and/or highly specialized problems requiring a measure of creative thinking for the development of complex systems solutions to customer requirements. Provide technical direction to other program analysts.

**Minimum Education:** Bachelor’s Degree in Computer Science, Information Systems, Engineering,
Business or other related scientific or technical discipline.

**Project (Task) Manager**

**Minimum/General Experience:** Requires a minimum of 12 years’ experience of which 9 years must include specialized experience to include acquisition/engineering project development from inception to deployment, demonstrated ability to provide guidance and direction in tasks inherent in the services offered and proven expertise in the management and control of funds and resources.

**Functional Responsibility:** Reports to the Program Manager on task performance, responsible for cost, schedule, and technical performance of assigned task.

**Minimum Education:** Bachelor’s Degree in one technical field such as Computer Science, Engineering or other task relevant discipline.

**Quality Assurance Engineer**

**Minimum/General Experience:** Requires a minimum of 4 years’ experience with at least 2 years specialized experience including configuration management, verification and validation, and analysis of development and production limitations and standards.

**Functional Responsibility:** For hardware and software plans and performs quality research, software development or hardware engineering assignments.

**Minimum Education:** Bachelor’s Degree in a technical field such as Computer Science or Engineering.

**Quality Assurance Manager**

**Minimum/General Experience:** Requires a minimum of 8 years’ experience with at least 5 years specialized experience including configuration management, verification and validation, software testing and integrations and software metrics and their application to software quality assessment.

**Functional Responsibility:** For both hardware and software, designs and installs quality processes and procedures, sampling techniques and statistical analysis; designs or specifies inspection and testing requirements and equipment; and formulates quality policies and procedures.

**Minimum Education:** Bachelor’s Degree in a technical field such as Computer Science or Engineering.

**Scientist, Senior**

**Minimum/General Experience:** Requires a minimum 15 years’ experience in providing ADP support services to include supervision of system architects, use of structured analysis, design methodologies and design tools, object oriented principles and experience with the logical and physical functional, operational, and technical architecture of large and complex information systems.

**Functional Responsibility:** Directing and coordinating all activities related to specific project tasks or research and development programs requiring a wide variety of technical skills.
Minimum Education: Master’s Degree in Computer Science or Information Systems.

Secure Information Technologist One

Minimum/General Experience: This position requires a minimum of 1 year of experience in UNIX, Microsoft, or open systems-compliant systems.

Functional Responsibility: Assists with the operation of the secure data center computer systems, networks, and/or applications. These consist of computing architectures running on mainframes, minis, and micros. Responsibilities for this position will be to perform entry level functions and to assist in one or more of the following:

- Continuously monitors all component equipment and take appropriate corrective action to ensure operational readiness;
- Provides assistance to users in accessing and using systems.
- Works with users to define and formulate application requirements;
- Performs basic applications systems analysis and programming;
- Provides entry level support in the design, code, test, debug, and documentation of applications systems.


Secure Information Technologist Two

Minimum/General Experience: This position requires a minimum of 2 years of experience, of which at least 1 year must be specialized experience in UNIX, Microsoft, or open systems-compliant systems. General experience includes operations support for a large-scale computer system or a multi-server local area network.

Functional Responsibility: Assists with the operation of the secure data center computer systems, networks, and/or applications. These consist of computing architectures running on mainframes, minis, and micros. Responsibilities for this position will be to perform entry level functions and to assist in one or more of the following:

- Ensures the safe, continuous operation of the center;
- Continuously monitors all component equipment and take appropriate corrective action to ensure operational readiness;
- Provides assistance to users in accessing and using systems.
- Works with users to define and formulate application requirements;
- Performs basic applications systems analysis and programming;
- Designs, codes, tests, debugs, and documents application systems.
- Provides quality assurance, center security, and all operational reporting requirements;
• Evaluates data center resources;
• Participates in the daily activities of configuration and operation of computer systems; and,
• Participates in optimizing system operation and resource utilization.

**Minimum Education:** A Secret Security Clearance. A Bachelor’s Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline.

**Secure Information Technologist Three**

**Minimum/General Experience:** This position requires a minimum of 4 years of experience, of which at least 2 year must be specialized experience in UNIX, Microsoft, or open systems-compliant systems. General experience includes operations support for a large-scale computer system or a multi-server local area network.

**Functional Responsibility:** Operates the secure data center computer systems, networks, and/or applications. These consist of computing architectures running on mainframes, minis, and micros. Responsibilities for this position will be to perform entry level functions and to assist in one or more of the following:

• Ensures the safe, continuous operation of the center;
• Continuously monitors all component equipment and take appropriate corrective action to ensure operational readiness;
• Provides assistance to users in accessing and using systems.
• Works with users to define and formulate application requirements;
• Performs basic applications systems analysis and programming;
• Designs, codes, tests, debugs, and documents application systems.
• Provides quality assurance, center security, and all operational reporting requirements;
• Evaluates data center resources and recommends and acquires additional capacity;
• Participates in the daily activities of configuration and operation of computer systems;
• May assist team lead or serve as team lead for the management of a task; and,
• Optimizes system operation and resource utilization, and performs system capacity analysis and planning.

**Minimum Education:** A Secret Security Clearance. A Bachelor’s Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline.

**Secure Information Technologist Four**

**Minimum/General Experience:** This position requires a minimum of 8 years of experience, of which at least 4 years must be specialized experience in UNIX, Microsoft, or open systems-compliant systems. General experience includes operations support for a large-scale computer system or a multi-server local area network.
**Functional Responsibility:** Operates and manages the secure data center computer systems, networks, and/or applications. These consist of computing architectures running on mainframes, minis, and micros. Responsibilities for this position will be to perform entry level functions and to assist in one or more of the following:

- Ensures the safe, continuous operation of the center;
- Continuously monitors all component equipment and take appropriate corrective action to ensure operational readiness;
- Provides assistance to users in accessing and using systems.
- Works with users to define and formulate application requirements;
- Performs applications systems analysis and programming;
- Designs, codes, tests, debugging, and documents application systems.
- Provides quality assurance, center security, and all operational reporting requirements;
- Evaluates data center resources and recommends and acquires additional capacity;
- Leads the daily activities of configuration and operation of computer systems;
- May lead one or multiple interrelated technical tasks; and,
- Optimizes system operation and resource utilization, and performs system capacity analysis and planning.

**Minimum Education:** A Secret Security Clearance. A Bachelor’s Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline.

**Secure Information Technologist Six**

**Minimum/General Experience:** This position requires a minimum of 15 years of experience, of which at least 8 years must be specialized experience in UNIX, Microsoft, or open systems-compliant systems. General experience includes operations support for a large-scale computer system or a multi-server local area network.

**Functional Responsibility:** Manages and operates the secure data center computer systems, networks, and/or applications. These consist of computing architectures running on mainframes, minis, and micros. Responsibilities for this position will be to perform entry level functions and to assist in one or more of the following:

- Ensures the safe, continuous operation of the center;
- Continuously monitors all component equipment and take appropriate corrective action to ensure operational readiness;
- Provides assistance to users in accessing and using systems.
- Works with users to define and formulate application requirements;
- Performs applications systems analysis and programming;
- Designs, codes, tests, debugging, and documents application systems.
- Provides quality assurance, center security, and all operational reporting requirements;
• Evaluates data center resources and recommends and acquires additional capacity;
• Manages and supervises the daily activities of configuration and operation of computer systems;
• Manages one or multiple interrelated technical functions, implements performance plans, and resolves issues; and,
• Optimizes system operation and resource utilization, and performs system capacity analysis and planning.

**Minimum Education:** A Secret Security Clearance. A Bachelor’s Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline.

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**Software Engineer**

**Minimum/General Experience:** Requires a minimum of 4 years’ experience in information system development including programming experience on database management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives.

**Functional Responsibility:** Perform complex analysis, design, development, testing of computer software in support of complex system requirements. Design software tools and subsystems to support software reuse and domain analyses. Manage software development and support using formal specifications, data flow diagrams, other accepted design techniques, and CASE tools.

**Minimum Education:** Bachelor’s Degree in Computer Science, Information Systems, or other related scientific or technical discipline.

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**Software Engineer, Senior**

**Minimum/General Experience:** Requires a minimum of 10 years’ experience in information system development, functional and data requirements analysis, systems analysis and design, programming, program design, and documentation preparation, management of complex software projects and experience using CASE tools and methods in a client/server environment.

**Functional Responsibility:** Perform complex analysis, design, development, testing of computer software in support of complex system requirements. Design software tools and subsystems to support software reuse and domain analyses. Manage software development and support using formal specifications, data flow diagrams, other accepted design techniques, and CASE tools.

**Minimum Education:** Bachelor’s Degree in Computer Science, Information Systems, or other related scientific or technical discipline.

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**Software Engineer, Principal**

**Minimum/General Experience:** Requires a minimum of 14 years’ experience in information system development, functional and data requirements analysis, systems analysis and design, system software specification, design and implementation; programming; program design; and documentation preparation, management of complex software projects and experience using CASE tools and methods in a client/server environment.
Environment; technical writing skills. Ability to provide guidance and direction to junior level software engineers.

**Functional Responsibility:** Perform complex analysis, design, development, testing of computer software in support of complex system requirements. Design software tools and subsystems to support software reuse and domain analyses. Manage software development and support using formal specifications, data flow diagrams, other accepted design techniques, and CASE tools.

**Minimum Education:** Bachelor’s Degree in Computer Science, Information Systems, or other related scientific or technical discipline.

Subject Matter Expert, Senior

**Functional Responsibility:** Plans, conducts, directs research, development and/or implementation work on specialized and/or complex tasks necessitating the organization and application of innovative approaches. Provides management and/or technical direction and support to lower level personnel. Provides consulting services. Develops solutions to specific technical problems. Develops analytical techniques to problem solving.

**Minimum Education/Experience:** This position requires a Master’s Degree in Computer Science, Information Systems, Engineering, Business or other related discipline and a minimum of 12 years’ experience. With a Bachelor’s Degree (in the fields described above), 14 years general experience is required.

System Administrator

**Functional Responsibility:** Supervises and manages the daily activities of configuration and operation of computer systems. Optimizes system operation and resource utilization, and performs system capacity analysis and planning. Provides assistance to users in accessing and using systems.

**Minimum Education/Experience:** A Bachelor’s Degree in Computer Science, Information Systems, Engineering, Business or other related discipline. This position requires a minimum of 4 years’ experience, of which at least 2 years must be specialized experience in administering UNIX or open systems-compliant systems. General experience includes operations support for a large-scale computer system or a multi-server local area network. With a Master’s Degree (in the fields described above), 2 years general experience is required. With 8 years general experience of which 6 years is specialized, a degree is not required.

System Administrator, Senior

**Minimum/General Experience:** This position requires a minimum of 6 years’ experience, of which at least 4 years must be specialized experience in administering UNIX, Microsoft, or open systems-compliant systems. General experience includes operations support for a large-scale computer system or a multi-server local area network.

**Functional Responsibility:** Leads the daily activities of configuration and operation of computer systems. Optimizes system operation and resource utilization, and performs system capacity analysis and planning. Provides assistance to users in accessing and using systems.

**Minimum Education:** A Bachelor’s Degree in Computer Science, Information Systems, and Engineering, Business or other related discipline.
System Administrator, Principal

Minimum/General Experience: This position requires a minimum of 8 years’ experience, of which at least 6 years must be specialized experience in administering UNIX, Microsoft, or open systems-compliant systems. General experience includes operations support for a large-scale computer system or a multi-server local area network.

Functional Responsibility: Supervises the daily activities of configuration and operation of computer systems. Optimizes system operation and resource utilization, and performs system capacity analysis and planning. Provides assistance to users in accessing and using systems.

Minimum Education: A Bachelor’s Degree in Computer Science, Information Systems, and Engineering, Business or other related discipline.

Systems Architect, Senior

Functional Responsibility: Establishes system information requirements in the development of enterprise-wide or large-scale information systems. Design architectures to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensures these systems are compatible and in compliance with the standards for open systems architectures.

Minimum Education/Experience: This position requires a Master’s Degree in Computer Science, Information Systems, Engineering, Business or other related discipline and a minimum of 12 years’ experience, of which at least 7 years must be specialized. Specialized experience includes: supervision of system architects, use of structured analysis, design methodologies and design tools, object oriented principles, and experience with the logical and physical functional, operational, and technical architecture of large and complex information systems. General experience includes increasing responsibilities in systems engineer. With a Bachelor’s Degree, 14 years general experience and at least 9 years specialized experience are required.

Systems Engineer

Minimum/General Experience: This position requires a minimum of 3 years’ experience in performing system requirement analyses and specifications, and modeling and trade-off studies; reviewing and analyzing complex task statements, standards, specifications, and other documentation to determine engineering requirements; developing test plans, and determining appropriate test criteria and procedures; and planning and conducting work requiring judgment in the independent evaluation, selection, and adaptation and modification of standard techniques, procedures and criteria.

Functional Responsibility: Performs a variety of moderately complex project tasks applied to specialized technology problem. Typical assignments involve integration of processes or methodologies to resolve total system problems or applications.

Minimum Education: A Bachelor’s Degree in a technical field such as Engineering or Computer Science.

Systems Engineer, Senior

Minimum/General Experience: Requires a minimum of 10 years’ experience in performing system requirement analyses and specifications, and modeling and trade-off studies; reviewing and analyzing
complex task statements, standards, specifications, and other documentation to determine engineering requirements; developing test plans, and determining appropriate test criteria and procedures; and planning and conducting work requiring judgment in the independent evaluation, selection, and adaptation and modification of standard techniques, procedures and criteria.

**Functional Responsibility:** Directs and coordinate the work activities of a group of systems engineers. Performs a variety of complex project tasks applied to specialized technology problems. Typical assignments involve integration of processes or methodologies to resolve total system problems or applications.

**Minimum Education:** A Bachelor’s Degree in a technical field such as Engineering or Computer Science.

**Systems Engineer, Principal**

**Minimum/General Experience:** Requires a minimum of 11 years’ experience in performing system requirement analyses and specifications, and modeling and trade-off studies; reviewing and analyzing complex task statements, standards, specifications, and other documentation to determine engineering requirements; developing test plans, and determining appropriate test criteria and procedures; and planning and conducting work requiring judgment in the independent evaluation, selection, and adaptation and modification of standard techniques, procedures and criteria.

**Functional Responsibility:** Supervise, direct and coordinate the work activities of a group of systems engineers. Performs a variety of complex project tasks applied to specialized technology problems. Typical assignments involve integration of processes or methodologies to resolve total system problems or applications.

**Minimum Education:** A Master’s Degree in a technical field such as Engineering or Computer Science.

**Systems Security Specialist, Senior**

**Functional Responsibility:** Analyzes and defines systems security requirements. Designs, develops, engineers, and implements solutions to security requirements. Responsible for the development and implementation of recommended security solutions. Gathers and organizes technical information about an organization’s mission, goals, and needs, existing security products, and ongoing programs in the security arena. Performs risk analyses and assessments.

**Minimum Education/Experience:** Must have a Bachelor’s Degree in Electrical Engineering, Information Systems, Computer Science, Physics, Math, or other related discipline. This position requires a minimum of 10 years’ experience, of which at least 6 years must be specialized experience in defining computer security requirements for high level applications, evaluation of approved security product capabilities and developing solutions to security problems. With a Master’s Degree, 8 years general experience of which at least 4 years must be specialized experience is required.

**Total Cost of Ownership (TCO) Engineer**

**Minimum/General Experience:** Requires 10 years of intensive and progressive experience in planning, designing, and analyzing telecommunications networks; 6 years must be in supervision of IRM engineering projects with 3 years in supervising desktop computing contracts. This experience should
include demonstrated knowledge of Ethernet and FDDI, and a working knowledge of operating systems and protocols such as Novell, NT, UNIX, VINES and TCP/IP. Should have experience with network analysis/management tools and techniques and be familiar with PCs in a client/server environment. Should be familiar with IT and long distance and local carrier management.

**Functional Responsibility:** Responsible for the design and implementation of LAN/WANs using hub and router technology. Performs hardware/software analyses to provide comparative data of performance characteristics and suitability within the existing systems environment. Prepares trade-off studies and evaluations for vendor equipment. Generates network monitoring performance reports for LAN/WAN utilization studies. Recommends network design changes/enhancements for improved system availability and performance. Performs a variety of network management functions related to the operation, performance, or availability of data communications networks. May be responsible for daily operation of computer networking equipment, monitoring and tuning equipment, and establishing user accounts. May be responsible for operating and maintaining network management centers managing networks in client organizations. May manage network email functions. Troubleshoots network/user problems, and identifies and implements solutions.

**Minimum Education:** A Master’s Degree in Computer Science, Business, Finance, Accounting, Engineering, Operations Research, Mathematics, or related fields.

### Technical Cost Analyst

**Minimum/General Experience:** Requires a minimum of 2 years’ experience in conducting independent work in computer-based information systems, modeling, operations research, statistics, and analytical trade-off studies; preparing life-cycle cost estimates, baseline cost estimates and/or cost and effectiveness training analyses.

**Functional Responsibility:** Performs analysis of cost and technical data and prepare cost and technical reports in ADP related areas.

**Minimum Education:** A Bachelor’s Degree in Engineering or related field such as Accounting, Business, Finance, or Economics.

### Technical Writer/Editor

**Minimum/General Experience:** Requires a minimum of 6 years’ experience in gathering, analyzing, and composing technical information; conducting research and ensuring the use of proper technical terminology; and writing and editing technical reports and documents pertaining to all aspects of ADP.

**Functional Responsibility:** Collect, analyze, and organize information required for technical documentation and for the preparation of manuals, materials, and reports; edit functional descriptions, system specifications, manuals, reports and other customer deliverables and documents.

**Minimum Education:** A Bachelor’s Degree in English, Literature, or other related discipline.

### Test/Design Engineer

**Minimum/General Experience:** Requires a minimum of 4 years’ experience with at least 2 years involved
in the testing of project output (hardware or software).

**Functional Responsibility:** Develop new or refine existing processes related to quality control and project failure identification and design standards verification. Reviews project development documentation to ensure specifications are designed to meet inspection and testing standards.

**Minimum Education:** Bachelor’s Degree in a technical field such as Computer Science or Engineering.

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**Test/Design Engineer, Senior**

**Minimum/General Experience:** Requires a minimum of 8 years’ experience with at least 5 years involved in the testing of project output (hardware or software).

**Functional Responsibility:** Develop new or refine existing processes related to quality control and project failure identification and design standards verification. Reviews project development documentation to ensure specifications are designed to meet inspection and testing standards.

**Minimum Education:** Bachelor’s Degree in a technical field such as Computer Science or Engineering.

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**Training Analyst**

**Minimum/General Experience:** Requires a minimum of 2 years’ experience in conducting research necessary to develop and revise training courses and preparing appropriate training catalogs; developing all instructor materials; developing student materials; training personnel by conducting formal classroom courses, workshops, seminars, and computer-based/computer-aided training.

**Functional Responsibility:** Develop student and instructor training material, and instruct students in the use/maintenance of equipment, techniques, or principles with training aids, devices, simulators or simulations. **Minimum Education:** Bachelor’s Degree in any field.

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**Training Analyst, Lead**

**Minimum/General Experience:** Requires a minimum of 10 years’ experience in developing and validating instruments to measure student achievement of learning/training objectives; managing training programs; designing training programs and courses; developing computer based training; and interfacing with technical representatives to ensure training technical clarity and effectiveness.

**Functional Responsibility:** Provide supervision of training program and complex courseware development. Provide overall training program technical direction. **Minimum Education:** Bachelor’s Degree in vocational teaching, instructions, education, computer science/computer based training, or equivalent/relevant technical field.

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**Training Analyst, Senior**

**Minimum/General Experience:** Requires a minimum of 8 years’ experience in conducting research necessary to develop and revise training courses and preparing appropriate training catalogs; developing all instructor materials; developing student materials; training personnel by conducting formal classroom courses, workshops, seminars and computer-based/computer-aided training.
**Functional Responsibility:** Develop student and instructor training material, and instruct students in the use/maintenance of equipment, techniques, or principles with training aids, devices, simulators or simulations. Provide technical direction to other training analysts.

**Minimum Education:** Bachelor’s Degree in any field.

**Web Developer**

**Minimum/General Experience:** Requires 6 years of intensive progressive experience in performing computer programming and systems analysis in IT and web site applications. Requires 4 years’ experience with such general computing applications such as MICROSOFT Office, Lotus Smartsuite, or Corel Office Suites. Requires 3 years’ experience with HTML Editors; requires 2 years’ experience with Web Site Development Tools; and requires 2 years’ experience Graphics Creation/Manipulation of tools. Requires 1 year experience in design and/or development of a web enabled application.

**Functional Responsibility:** Provide assistance to clients to enable them to fulfill their web related responsibilities. Assistance will include: creative editing of HTML or word processing documents; creation of documentation and utilization of FTP to ost web content; design of web pages including layout and graphical content; set up web sites which remain compliant with cross browser platforms; assist in the research and development of web site functional requirements, specifications, logical and physical design; research new technology; perform analysis of existing or proposed IT systems, problems, security or requirements, general design or redesign of computer systems or subsystems; development of prototype systems to test and demonstrate feasible system concepts, alternative approaches, etc.; directs or participates in all phases of study development with emphasis on the problem definition and analysis; designs and prepares technical reports and related documentation. Assist Web Master, as necessary.

**Minimum Education:** Bachelor’s Degree with 4 years specialized experience. Associates Degree or IT Certification with 6 years specialized experience.

**Webmaster**

**Minimum/General Experience:** Requires 7 years of progressive experience in performing computer programming and systems analysis in broad based IT settings to include web system analysis, design, development, and implementation using Web Development Tools. Requires the last 4 years’ experience with HTML, XML, or Dynamic HTML and Web Security implementations. Requires 1 year experience in design and installation of a web server. Requires 2 years’ experience in the design and/or development of a web enabled application. Requires 1 year supervision of programmers, analysts, web developers, and/or HTML Editors.

**Functional Responsibility:** Provide assistance to clients with emphasis on planning, analysis, problem definition, requirements analysis, and presentation phases. Assistance will include: creation of standardization documentation for installation, maintenance, security and creation of a web site; design and development of web pages using HTML, UML, and Dynamic HTML techniques; design and development of web enabled applications and links from a web site; integration of internet, extranet, and intranet sweb sites. Set up web sites which remain compliant with cross browser platforms; assist in the research and development of web site functional requirements, specifications, logical and physical design; research new technology; designs and prepares technical reports and related documentation. May supervise one or more programmers, analysts, web developers, and/or HTML Editors.
Minimum Education: Bachelor’s Degree in an IT related field or IT certification.

Systems Analyst 1

Functional Responsibility: Provides specialized knowledge of system requirements and programming specifications. Designs solutions based on customer needs and technical considerations. Analyze job tasks, organizational structure and user requirements to provide system-wide solutions. Applies analytical expertise to assist in defining, analyzing, validating, and documenting complex operating environments, states of technology, and current processes.

Minimum Experience: None

Minimum Education: A Bachelor’s Degree is required.

Systems Analyst 2

Functional Responsibility: Provides specialized knowledge of system requirements and programming specifications. Designs solutions based on customer needs and technical considerations. Analyze job tasks, organizational structure and user requirements to provide system-wide solutions. Applies analytical expertise to assist in defining, analyzing, validating, and documenting complex operating environments, states of technology, and current processes.

Minimum Experience: Two years of general experience is required.

Minimum Education: A Bachelor’s Degree.

Systems Analyst 4

Functional Responsibility: Provides specialized knowledge of system requirements and programming specifications. Designs solutions based on customer needs and technical considerations. Analyze job tasks, organizational structure and user requirements to provide system-wide solutions. Applies analytical expertise to assist in defining, analyzing, validating, and documenting complex operating environments, states of technology, and current processes.

Minimum Experience: Four years of general experience is required.

Minimum Education: A Bachelor’s Degree

Systems Analyst 5

Functional Responsibility: Provides specialized knowledge of system requirements and programming specifications. Designs solutions based on customer needs and technical considerations. Analyze job tasks, organizational structure and user requirements to provide system-wide solutions. Applies analytical expertise to assist in defining, analyzing, validating, and documenting complex operating environments, states of technology, and current processes.

Minimum Experience: Five years of general experience is required. Minimum Education: A Bachelor’s Degree.
Systems Analyst 6

Functional Responsibility: Provides specialized knowledge of system requirements and programming specifications. Designs solutions based on customer needs and technical considerations. Analyze job tasks, organizational structure and user requirements to provide system-wide solutions. Applies analytical expertise to assist in defining, analyzing, validating, and documenting complex operating environments, states of technology, and current processes.

Minimum Experience: Five years of general experience is required. Minimum Education: A Bachelor’s Degree

Mid-Level Technical Consultant

Functional Responsibility: Mid-level Technical Consultants provide specialized knowledge of system requirements and programming specifications. They design solutions based on customer needs and technical considerations. They analyze job tasks, organizational structure and user requirements to provide system-wide solutions. They apply analytical expertise to assist in defining, analyzing, validating, and documenting complex operating environments, states of technology, and current processes.

Minimum/General Experience: Mid-level Technical Consultants must possess at least 4 years of professional training or equivalent experience in one of the following types of disciplines: computer science, computer systems, decision support, security, electronic commerce, business process reengineering, business process analysis, information architecture planning and design, engineering, operations research, modeling and simulation, math, physics, quality assurance, systems analysis, business, or management.

Minimum Education: Bachelor Degree in Electrical Engineering, Computer Science, Mathematics or Business Administration.

Sr. Technical Consultant

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

Minimum/General Experience: Specialized experience includes experience as an applications programmer on data base management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives. Demonstrated ability to work under only general direction. This position requires a minimum of five years of experience.

Minimum Education: A Bachelor’s degree in Computer Science, Information Systems, Engineering, Mathematics or Business Administration. With seven years of general experience, a degree is not required.

IT Manager

Functional Responsibility: Provides department-level technical guidance and direction to technical teams. Has the industry perspective to identify technology trends and determines ways to apply them to customer problems. Approximately 50% of time is devoted to developing technical solutions. Serves as the overall
manager and administrator for department-level program efforts. Serves as the primary interface and point of contact with government program authorities and representatives on program issues. Supervises program operations by implementing procedures for planning and directing the execution of the technical, programming, maintenance and administrative support efforts and monitoring and reporting progress. Manages acquisition and employment of program/project resources. Manages and controls financial and administrative aspects of the program/project with respect to contract requirements. May be supervised by a Senior Partner.

**Minimum/General Experience:** This position requires a minimum of ten years IT experience. Experience includes increasing responsibilities in information systems design and management.

**Minimum Education:** A Bachelor’s Degree in Computer Science, Mathematics, Engineering, Statistics or Business Administration from an accredited college and ten years of experience.

### Technical Director

**Functional Responsibility:** The overall technical lead for the contract effort. Serves as the primary technical interface and point of contact with Government program authorities and representatives on technical issues. Establishes system information requirements in the development of enterprise-wide or large-scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces.

**Minimum/General Experience:** Specialized experience includes: Designs technical architectures to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Experience with the logical and physical functional, operational, and technical architecture of large and complex information systems. This position requires a minimum of ten years’ experience.

**Minimum Education:** A Bachelor’s degree in Computer Science, Information Systems, Engineering, Mathematics or Business Administration and ten years of general experience is required.

### Technical Director 2

**Functional Responsibility:** Provides specialized knowledge of complex customer processes and requirements. Applies technical expertise to assist in defining, analyzing, validating, and documenting complex operating environments, states of technology, and current engineering processes. Conducts complex technical investigations through advanced research techniques, analysis, or development phases of information technology engineering projects.

**Minimum/General Experience:** Specialized experience includes: Designs technical architectures to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Experience with the logical and physical functional, operational, and technical architecture of large and complex information systems. This position requires a minimum of ten years’ experience.

**Minimum Education:** A Master’s degree and ten years of general experience is required.
Technical Manager

**Functional Responsibility:** Provides technical direction and review of enterprise wide development tasks, including the review of work products for correctness, adherence to the design concept and to user standards. Approximately 85% of time is devoted to developing technical solutions. Coordinates with appropriate levels to ensure problem solution and user satisfaction. Make recommendations, if needed, for approval of major systems installations. Prepares presentations on the system concept to colleagues, subordinates, and end user representatives. Acts as the technical lead for the contract effort. Serves as the technical interface and point of contact with Government program authorities and representatives on technical issues. Provides support on program/project operations by reviewing procedures, planning and execution of the technical, programming, and maintenance effort and monitoring and reporting progress.

**Minimum/General Experience:** Specialized experience includes designs technical architectures to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Experience with the logical and physical functional, operational, and technical architecture of large and complex information systems. This position requires a minimum of 12 years of experience.

**Minimum Education:** A Bachelor’s degree in Computer Science, Information Systems, Engineering, Mathematics or Business Administration.

Project Management Specialist

**Functional Responsibility:** Assists in the preparation of management plans and reports in support of IT projects. Coordinates schedules to facilitate completion of contract deliverables, task order review, briefings/presentations, and In Process Review (IPR) preparation. Performs analysis, development, and review of program administrative operating procedures. All work performed in support of IT projects. Ability to research issues and provide recommendations.

**Minimum/General Experience:** Works with limited supervision and direction. Required to use judgment and initiative in problem solving. This position requires a minimum of two to eight years project experience, at least one in a government contracting environment. Knowledge of COTS to include but not limited to MS Office tools: Excel, Word Technical editing. Basic knowledge of MS Project. Basic knowledge of database structures and principles.

**Minimum Education:** A Bachelor’s degree in Computer Science, Information Systems, Engineering, Accounting, Mathematics or Business Administration. An Associate’s degree in Computer Science, Information Systems, Engineering, Accounting, Mathematics or Business Administration and five years of experience.

Project Manager

**Functional Responsibility:** Provides project-level technical guidance and direction to technical teams. Monitors technology trends and determines ways to apply them to customer problems. Approximately 75% of time is devoted to developing technical solutions. Assists in supervising and directing the technical, maintenance, administrative, and programming support functions of information technology systems. Monitors and reports systems progress. Make recommendations on the acquisition and employment of resources. Assists in the management and documentation of all financial and administrative aspects with respect to delivery/task order requirements.
Minimum/General Experience: This position requires a minimum of twelve years of experience dealing with modern information technology systems. Experience includes increasing responsibilities in the support of information systems design and management.

Minimum Education: A Bachelor’s Degree in Computer Science, Mathematics, Engineering, Statistics or Business Administration from an accredited college or university.

Senior Communications Engineer I

Functional Responsibility: Individuals at this level are emerging authorities and are recognized by peers inside and outside the organizations significant contributors to current technology. They function as project leaders on major software or information system development projects and identify or initiate technological advancement opportunities.

Minimum/General Experience: Ten years of Information technology experience with greater than eight years of related communications engineering experience in successful efforts involving any combination of: systems analysis and design, programming, conversion and implementation support, network services, project management, resources and facilities management. Individuals in this skill category understand and practice the best practices promoted by the Software Engineering Institute as they relate to communications engineering.

Minimum Education: Qualifications at this level include an undergraduate degree, with course work in electrical engineering, communications or a computer science-related field. Five years of applicable experience may be substituted for an undergraduate degree.

Systems Engineer II

Functional Responsibility: Individuals at this level are assigned as leaders for smaller projects. As participants in larger projects, they provide solutions to a variety of difficult or complex problems.

Minimum/General Experience: Eight years of professional experience including five years of related experience in successful efforts involving any combination of: systems analysis and design, programming, conversion and implementation support, network services, project management, stat/records management, resources and facilities management, database planning and design. Individuals in this category have demonstrated leadership qualities.

Minimum Education: Qualifications at this level include an undergraduate degree.

Senior Systems Engineer I

Functional Responsibility: Individuals at this level are emerging authorities and are recognized by peers inside and outside the organization as significant contributors to current systems technology. They function as project leaders on major projects and identify and initiate innovative research opportunities.

Minimum/General Experience: Ten years of related experience in successful efforts involving any combination of: systems analysis and design, programming, conversion and implementation support, network services, project management, data/records management, resources and facilities management, database planning and design. Project Management experience is required.
Minimum Education: Qualifications at this level include an undergraduate degree.

EXPERIENCE SUBSTITUTION FOR ALL OFFERED LABOR CATEGORIES

Please note that that consistent with SAIC’s hiring practices, work experience can be substituted for degree requirements. Experience, education and the description of duties for the labor categories on the SAIC MAS are provided as a guideline to the typical background for staff to be provided under individual orders. One year of experience is the equivalent of one year of education. One year of education is the equivalent of one year of experience. For example, two years of experience can be substituted for an Associate degree and four years of experience can be substituted for a Bachelor degree. GSA Customer Agencies will be notified when there are any tradeoffs made for education/experience for agency review/approval for agency requirements.

29. Labor Rates

The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Administrative/Graphics Specialist**</td>
<td>Contractor Site</td>
<td>$44.00</td>
<td>$45.01</td>
<td>$46.05</td>
<td>$47.11</td>
<td>$48.19</td>
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<tr>
<td>54151S</td>
<td>Budget/Financial Analyst</td>
<td>Contractor Site</td>
<td>$106.79</td>
<td>$109.25</td>
<td>$111.76</td>
<td>$114.33</td>
<td>$116.96</td>
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<td>54151S</td>
<td>Budget/Financial Analyst, Junior</td>
<td>Contractor Site</td>
<td>$79.82</td>
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<td>$85.46</td>
<td>$87.43</td>
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<td>54151S</td>
<td>Budget/Financial Analyst, Senior</td>
<td>Contractor Site</td>
<td>$131.32</td>
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<tr>
<td>54151S</td>
<td>Communications Engineer</td>
<td>Contractor Site</td>
<td>$86.27</td>
<td>$88.25</td>
<td>$90.28</td>
<td>$92.36</td>
<td>$94.48</td>
</tr>
<tr>
<td>54151S</td>
<td>Communications/Network Manager</td>
<td>Contractor Site</td>
<td>$91.08</td>
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<td>$97.51</td>
<td>$99.75</td>
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<tr>
<td>54151S</td>
<td>Computer Systems Engineer</td>
<td>Contractor Site</td>
<td>$72.90</td>
<td>$74.58</td>
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<td>$78.05</td>
<td>$79.84</td>
</tr>
<tr>
<td>54151S</td>
<td>Computer Systems Engineer, Senior</td>
<td>Contractor Site</td>
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<td>$119.65</td>
<td>$122.40</td>
<td>$125.22</td>
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<tr>
<td>54151S</td>
<td>Computer Technician</td>
<td>Contractor Site</td>
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<td>$91.00</td>
<td>$93.09</td>
<td>$95.24</td>
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<td>54151S</td>
<td>Database Management Analyst</td>
<td>Contractor Site</td>
<td>$80.15</td>
<td>$82.00</td>
<td>$83.88</td>
<td>$85.81</td>
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<tr>
<td>54151S</td>
<td>Database Management Analyst, Senior</td>
<td>Contractor Site</td>
<td>$105.10</td>
<td>$107.52</td>
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30. SIN Descriptions:

**SIN: OLM – Order Level Materials (OLM)**

**SIN Description:**
OLMs are supplies and/or services acquired in direct support of an individual task or delivery order placed against a Schedule contract or BPA. OLM pricing is not established at the Schedule contract or BPA level, but at the order level. Since OLMs are identified and acquired at the order level, the ordering contracting officer (OCO) is responsible for making a fair and reasonable price determination for all OLMs.

OLMs are procured under a special ordering procedure that simplifies the process for acquiring supplies and services necessary to support individual task or delivery orders placed against a Schedule contract or BPA. Using this new procedure, ancillary supplies and services not known at the time of the Schedule award may be included and priced at the order level.

**OLM SIN-Level Requirements/Ordering Instructions:**
OLMs are:
- Purchased under the authority of the FSS Program
- Unknown until an order is placed
- Defined and priced at the ordering activity level in accordance with GSAR clause 552.238-115 Special Ordering Procedures for the Acquisition of Order-Level Materials. (Price analysis for OLMs is not conducted when awarding the FSS contract or FSS BPA; therefore, GSAR 538.270 and 538.271 do not apply to OLMs)
- Only authorized for use in direct support of another awarded SIN.
- Only authorized for inclusion at the order level under a Time-and-Materials (T&M) or Labor-Hour (LH) Contract Line Item Number (CLIN)
- Subject to a Not To Exceed (NTE) ceiling price

OLMs are not:
- "Open Market Items."
- Items awarded under ancillary supplies/services or other direct cost (ODC) SINs (these items are defined, priced, and awarded at the FSS contract level)

**OLM Pricing:**
- Prices for items provided under the Order-Level Materials SIN must be inclusive of the Industrial Funding Fee (IFF).
- The value of OLMs in a task or delivery order, or the cumulative value of OLMs in orders against an FSS BPA awarded under an FSS contract, cannot exceed 33.33%.

**NOTE:** When used in conjunction with a Cooperative Purchasing eligible SIN, this SIN is Cooperative Purchasing Eligible.

**SIN: 54151S - Information Technology Professional Services**

**SIN Description:**
IT Professional Services and/or labor categories for database planning and design; systems analysis, integration, and design; programming, conversion and implementation support; network services, data/records management, and testing.

**NOTE:** Subject to Cooperative Purchasing