



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

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

FPDS Code D301	IT Facility Operation and Maintenance
FPDS Code D302	IT Systems Development Services
FPDS Code D306	IT Systems Analysis Services
FPDS Code D307	Automated Information Systems Design and Integration Services
FPDS Code D308	Programming Services
FPDS Code D311	IT Data Conversion Services
FPDS Code D316	IT Network Management Services
FPDS Code D317	Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services

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

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

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.



**Global Strategies Group (North America) Inc.
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Contract Number: GS-35F-5842H
Period Covered by Contract: July 29, 1998 through July 28, 2013
General Services Administration
Federal Acquisition Service
Pricelist current through Modification #PS-0047, Dated August 15, 2009

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA *Advantage!* System. Agencies can browse GSA *Advantage!* by accessing the Federal Acquisition Service's Home Page via the Internet at www.fss.gsa.gov.

<i>TABLE OF CONTENTS</i>

INFORMATION FOR ORDERING OFFICES	1
TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51).....	8
INFORMATION TECHNOLOGY SERVICES SKILL CATEGORY DESCRIPTIONS	13
GLOBAL STRATEGIES GROUP (NORTH AMERICA) INC. GSA FSS AUTHORIZED IT SCHEDULE PRICELIST.....	35
USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS.....	37
BEST VALUE BLANKET PURCHASE AGREEMENT FEDERAL SUPPLY SCHEDULE.....	38
BLANKET PURCHASE AGREEMENT FEDERAL SUPPLY SCHEDULE.....	39
BASIC GUIDELINES FOR USING CONTRACTOR TEAM ARRANGEMENTS.....	41

<p style="text-align: center;">INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS</p>
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SPECIAL NOTICE TO AGENCIES: Small Business Participation

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

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

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

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

1. GEOGRAPHIC SCOPE OF CONTRACT:

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

- The Geographic Scope of Contract will be domestic and overseas delivery.
- The Geographic Scope of Contract will be overseas delivery only.
- The Geographic Scope of Contract will be domestic delivery only.

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

Global Strategies Group (North America) Inc.
Attn: Deborah Wesley
760 Lynnhaven Parkway
Suite 200
Virginia Beach, VA 23452
Telephone: (757) 227-6664
Fax: (757) 222-1298

Global Strategies Group (North America) Inc.
Attn: Shirley Place
760 Lynnhaven Parkway
Suite 200
Virginia Beach, VA 23452
Telephone: (757) 227-6664
Fax: (757) 222-1298

Contractor's Payment Address:

Global Strategies Group (North America) Inc.
Attn: Accounting
PO Box 820
Frederick, MD 21705

Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Credit cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number (s) can be used by ordering activities to obtain technical and/or ordering assistance: **(301) 858-1230/(757) 227-6664.**

3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279

Block 9: G. Order/Modification Under Federal Schedule
Block 16: Data Universal Numbering System (DUNS): 048010532
Block 30: Type of Contractor: C Large Business
Block 31: Woman-Owned Small Business: No
Block 36: Contractor's Taxpayer Identification Number (TIN): 52-0889834
4a. CAGE CODE: 1D591
4b. Contractor has registered with the Central Contractor Registration Database.

5. FOB DESTINATION

6. DELIVERY SCHEDULE

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

**Items or Groups
of Items (SIN or
Nomenclature)**

**Delivery Time
(Days ARO)**

132-51

As negotiated between the Government and Global Strategies Group (North America) Inc.

b. **URGENT REQUIREMENTS:** When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7. **DISCOUNTS:** Prices shown are NET Prices; Basic Discounts have been deducted.
- a. Prompt Payment: None - NET 30 days from receipt of invoice or date of acceptance, whichever is later.
 - b. Dollar Volume: None
 - c. Government Educational Institutions: Government Educational Institutions are offered the same discounts as all other Government customers.
 - d. Other - None
8. **TRADE AGREEMENTS ACT OF 1979, AS AMENDED:** All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.
9. **STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:** Export packing is available at extra cost outside the scope of this contract.
10. **SMALL REQUIREMENTS:** The minimum dollar value of orders to be issued is \$100.00.
11. **MAXIMUM ORDER:** (All dollar amounts are exclusive of any discount for prompt payment.)
- a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:
Special Item Number 132-51 – Information Technology (IT) Professional Services
12. **ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS:**
- Ordering activities use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.
- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
 - b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.
13. **FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS:** Ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.
- 13.1 **FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):** Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

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

14. CONTRACTOR TASKS/SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2001)

(a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

(b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub. L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency and can be priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges.

NOTE: Refer to FAR Part 31.205-46 Travel Costs, for allowable costs that pertain to official company business travel in regards to this contract.

(c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.

(d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.

(e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements of key personnel.

(f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.

(g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.

(h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.

(i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.

(j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES: Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4 paragraphs (1) Termination for the ordering activity's convenience and (m) Termination for Cause (See C.1.).

16. GSA ADVANTAGE!: *GSA Advantage!* is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. *GSA Advantage!* will allow the user to perform various searches across all contracts including, but not limited to:

- (a) Manufacturer;
- (b) Manufacturer's Part Number; and
- (c) Product categories.

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

17. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS)—referred to as open market items --to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order **only if-**

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g. publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19)).
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS:

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

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

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

19. OVERSEAS ACTIVITIES:

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

None

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

20. BLANKET PURCHASE AGREEMENTS (BPAs)

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPA's to be established is within the discretion on the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

21. CONTRACTOR TEAM ARRANGEMENTS

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

23. SECTION 508 COMPLIANCE

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following:

<http://www.globalgroup.us.com/>

The EIT standard can be found at: www.Section508.gov/.

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order-

(a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and

(b) The following statement:

This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

25. INSURANCE – WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)

(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective----

(1) For such period as the laws of the State in which this contract is to be performed prescribe; or

(2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c) in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. SOFTWARE INTEROPERABILITY

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

27. ADVANCE PAYMENTS

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the services already provided or the article already delivered. Advance or prepayment is not authorized or allowed under this contract (31 U.S.C. 3324).

<p style="text-align: center;">TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)</p>

1. SCOPE

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

2. PERFORMANCE INCENTIVES

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

3. ORDER

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

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

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

- (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-
 - (1) Cancel the stop-work order; or
 - (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
- (b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
 - (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
 - (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
- (c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
- (d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and

Labor-Hour (JAN 1986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

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

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

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

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

11. INVOICES

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

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), Alternate II (Feb 2002)(Deviation – May 2003) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), Alternate II (Feb 2002) (Deviation – May 2003) applies to labor-hour orders placed under this contract. 52.216-31 (Feb 2007) Time-and_Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:

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

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

**GLOBAL STRATEGIES GROUP (NORTH AMERICA) INC. SERVICES
SKILL CATEGORY DESCRIPTIONS**

16. Descriptions of IT Services and Pricing:

When determining the qualifications of an individual to fill one of the positions offered, substitutions for the education and experience requirements may be made as shown in Figure 1, Allowable Substitutions of Education and Experience.

Figure 1. Allowable Substitutions of Education and Experience

The minimum education and experience will be met when the educational equivalencies in the tables below are considered.

Additional educational achievements in excess of requirements can be substituted for experience requirements:

Required Education	Actual Education Obtained	Additional Years of Experience Credited the Global Employee
MA/MS	Ph.D.	4
BA/BS	Ph.D.	6
BA/BS	MA/MS	2
HS/GED	BA/BS	4

Additional Experience in excess of requirements can be substituted for educational requirements:

Actual Education	Required Education	Additional Years of Experience Needed for Educational Requirements Equivalency
None	HS/GED	2
HS/GED	Tech-Inst./Military Train.	2
Cisco, Microsoft, CAD, CAE, PMI or other Professional Certification	BA/BS	2
HS/GED	BA/BS	4
HS/GED	MA/MS	6
HS/GED	Ph.D.	No equivalency
BA/BS	MA/MS	2
BA/BS	Ph.D.	6
MA/MS	Ph.D.	4

1. PROGRAM MANAGER I

Minimum/General Experience: Ten (10) years of experience providing business management and technical direction on complex projects to project personnel. Must be familiar with the principles of exercising independent judgment, as well as a high level of analytical skill, in solving complex and unusual technical, administrative, and managerial problems. Provides overall direction of program activities within a DOD or government acquisition program structure, including management of material acquisition.

Functional Responsibility: Responsible for all aspects of performance (i.e., technical, contractual, administrative, financial). Consults with the customer to ensure conformity to contractual obligations, establishes and maintains technical and financial reports to show progress of projects to management and customers, organizes and assigns responsibilities to subordinates, and oversees the successful completion of all assigned tasks.

Minimum Education: (a) MBA or MS in a business or technical discipline (such as Engineering, Computer Science, Math, Physics, Information Systems or Computer Science/Engineering or a related discipline) or (b) BA/BS in a related field plus four (4) years related experience in addition to the experience requirement set forth above.

2. PROJECT MANAGER II

Minimum/General Experience: Seven (7) years of experience performing complex functional activities of project by providing management and supervision of multiple projects in systems engineering or the design of or field service of military command and control, communications systems, or systems engineering. Must be familiar with the principles of exercising independent judgment, as well as a high level of analytical skill, in solving complex and unusual technical, administrative, and managerial problems. Provides overall direction of project activities within a DOD or government acquisition program structure.

Functional Responsibility: Under limited supervision, responsible for all aspects of project performance (i.e., technical, contractual, administrative, financial). Demonstrated experience in handling government contracts. Have comprehensive knowledge in interpreting requirements. Must have the ability and experience to manage varied complex projects from inception through completion. Should have hands-on experience in field management as well as in-house work. This includes coordination of subcontractors, vendors, and in-house work to meet the requirements of the buyer on a timely basis. Proven experience in the management of funds, time, and other resources.

Minimum Education: Bachelor's degree in a business or technical discipline such as Engineering, Computer Science, Physics, Information Systems, Math, Engineering Management or a related discipline.

3. PROJECT MANAGER I

Minimum/General Experience: Five (5) to six (6) years of experience performing complex functional activities of project by providing management and supervision of multiple projects in systems engineering or the design of or field service of military command and control, communications systems, or systems engineering. Must be familiar with the principles of regularly exercising independent judgment, as well as a high level of analytic skill, in solving complex technical, administrative, and managerial problems. Provides overall direction for all project level activities.

Functional Responsibility: Under minimal supervision, responsible for all aspects of project performance (i.e., technical, contractual, administrative, financial). Manages and supervises personnel involved in all

aspects of project activity, organizes and assigns responsibilities to subordinates, and oversees the successful completion of all assigned tasks.

Minimum Education: Bachelor's degree in a business or technical discipline such as Engineering, Computer Science, Physics, Information Systems, Math, Engineering Management or related discipline.

4. DESIGN ENGINEER III

Minimum/General Experience: Four (4) to seven (7) years experience in systems and subsystems hardware design of equipment used for the acquisition, processing, or distribution of data for Information Technology Systems, ranging from conceptual and preliminary design phases, through final design completion in a specialty area including, but not limited to: digital circuit design, analog circuit design, RF/Microwave circuit design, signal processor design, embedded computer design, optical/sensors system design, control systems design, mechanical/thermal/structural design, ocean/marine/subsystem design, packaging layout, sonar/radar design and power systems design.

Functional Responsibility: Works with broad assignments under general guidance marshaling resources to accomplish objectives, identifying needs and problems, generating alternatives, and implementing as appropriate. Documents and communicates results at all levels. Typical responsibilities involve translating system and subsystem requirements, usually obtained from generally stated program objectives, into design specifications. Design engineers are expected to present and defend before peer/design review boards all aspects of their work to include designs, testing, and/or analytical approach. Experience in computer aided engineering (CAE), and computer aided design (CAD) and hardware description languages are highly desirable.

Minimum Education: BA/BS in Engineering or an Engineering related discipline.

5. DESIGN ENGINEER II

Minimum/General Experience: One (1) to three (3) years experience in systems and subsystems hardware design of equipment used for the acquisition, processing, or distribution of data for Information Technology Systems, ranging from conceptual and preliminary design phases, through final design completion in a specialty area including, but not limited to: digital circuit design, analog circuit design, RF/Microwave circuit design, signal processor design, embedded computer design, optical/sensors system design, control systems design, mechanical/thermal/structural design, ocean/marine/subsystem design, packaging layout, sonar/radar design and power systems design.

Functional Responsibility: Accepts moderate assignments under general supervision performing related tasks, balancing resources and schedules, responding to unusual situations, organizing, and analyzing data, producing reports and documentation. Exercises a moderate scope of discretion and problem solving. Typical responsibilities involve translating system and subsystem requirements, usually obtained from generally stated program objectives, into design specifications. Design engineers are expected to present and defend before peer/design review boards all aspects of their work to include designs, testing, and/or analytical approach. Experience in computer aided engineering (CAE), and computer aided design (CAD) and hardware description languages are highly desirable.

Minimum Education: AA/BA/BS in Engineering or an Engineering related discipline.

6. DESIGN ENGINEER I

Minimum/General Experience: Up to one year (1) of experience in systems and subsystems hardware design of equipment used for the acquisition, processing, or distribution of data for Information Technology Systems, ranging from conceptual and preliminary design phases, through final design completion in a specialty area including, but not limited to: digital circuit design, analog circuit design, RF/Microwave circuit design, signal processor design, embedded computer design, optical/sensors system design, control systems design, mechanical/thermal/structural design, ocean/marine/subsystem design, packaging layout, sonar/radar design and power systems design.

Functional Responsibility: Accepts limited assignments under close supervision performing necessary sets of related tasks, gathering, organizing and analyzing data, and producing required documentation. Problem solving limited to narrowly defined applications. Typical responsibilities involve translating system and subsystem requirements, usually obtained from generally stated program objectives, into design specifications. Design engineers are expected to present and defend before peer/design review boards all aspects of their work to include designs, testing, and/or analytical approach. Experience in computer aided engineering (CAE), and computer aided design (CAD) and hardware description languages are highly desirable.

Minimum Education: AA in Engineering or an Engineering related discipline.

7. SYSTEMS ANALYST V

Minimum/General Experience: Twenty (20) years experience applying analytical, statistical or simulation methodologies to analyze scientific, engineering, or other problems in one or more of the following technology and system/subsystem specialty areas including, but not limited to: fluid dynamics, simulations and mathematical modeling, Kalman filtering and modern estimation, statistics and stochastic modeling, digital signal processing, underwater acoustics, instrumentation, test evaluation, navigation/guidance and control, radar, optics, space mission analysis, space mission operations, flight dynamics, aerodynamics, numerical methods, finite element analysis, information processing, weapons, sonar, underwater measurement, missile navigation, optical tracking, computer/data processing, spacecraft/ground stations, communications, sensors and transportation.

Functional Responsibility: Responsible for multiple projects or programs involving unique or controversial problems. Plans, organizes and supervises work of others in the respective department. Works with very broad and complex assignments under general guidance contributing across a broad spectrum of disciplines on scientific issues. Analysis will typically cover a range of subsystems, including the analysis of interfaces between subsystems or between the system and human operators. Methodologies include development, validation, and application of mathematical models and implementation of those models in computer-based simulations. Rapid prototyping may also be required.

Minimum Education: BA/BS/MS or PhD in Math, Engineering, Physics, Computer Science, Information Systems, or Engineering/Computer Science, or a related discipline with recognized expertise in a field or functional area.

8. SYSTEMS ANALYST IV

Minimum/General Experience: Twelve (12) years experience applying analytical, statistical or simulation methodologies to analyze scientific, engineering, or other problems in one or more of the following technology and system/subsystem specialty areas including, but not limited to: fluid dynamics, simulations and mathematical modeling, Kalman filtering and modern estimation, statistics and stochastic modeling, digital signal processing, underwater acoustics, instrumentation, test evaluation, navigation/guidance and

control, radar, optics, space mission analysis, space mission operations, flight dynamics, aerodynamics, numerical methods, finite element analysis, information processing, weapons, sonar, underwater measurement, missile navigation, optical tracking, computer/data processing, spacecraft/ground stations, communications, sensors and transportation.

Functional Responsibility: Responsible for effort on multiple projects usually within a particular program. Is responsible for making independent decisions, while consulting supervisor on unusual problems and developments. Provides supervision for lower level employees. Works with very broad and complex assignments under general guidance lending expertise and individual perspective in identifying and resolving complex scientific issues at the program level. Resolves complex systems-level interface issues and subsystems interdependencies and tradeoffs. Analysis will typically cover a range of subsystems, including the analysis of interfaces between subsystems or between the system and human operators. Methodologies include development, validation, and application of mathematical models and implementation of those models in computer-based simulations. Rapid prototyping may also be required.

Minimum Education: BA/BS/MS in Math, Engineering, Physics, Computer Science, Information Systems or Engineering/Computer Science, or a related discipline, with recognized expertise in a field or functional area.

9. SYSTEMS ANALYST III

Minimum/General Experience: Six (6) to Eight (8) years experience applying analytical, statistical or simulation methodologies to analyze scientific, engineering, or other problems in one or more of the following technology and system/subsystem specialty areas including, but not limited to: fluid dynamics, simulations and mathematical modeling, Kalman filtering and modern estimation, statistics and stochastic modeling, digital signal processing, underwater acoustics, instrumentation, test evaluation, navigation/guidance and control, radar, optics, space mission analysis, space mission operations, flight dynamics, aerodynamics, numerical methods, finite element analysis, information processing, weapons, sonar, underwater measurement, missile navigation, optical tracking, computer/data processing, spacecraft/ground stations, communications, sensors and transportation. Working knowledge with the government systems acquisition process, including pertinent technical standards.

Functional Responsibility: Independently performs assignments with instruction from supervisor as to the general results expected. Receives technical guidance on complex problems and needs supervisory approval for projects. May supervise a small number of lower level personnel. Works with broad assignments under general guidance marshaling resources to accomplish objectives, identifying needs and problems, generating alternatives, and implementing as appropriate. Documents and communicates results at all levels. Analysis will typically cover a range of subsystems, including the analysis of interfaces between subsystems or between the system and human operators. Methodologies include development, validation, and application of mathematical models and implementation of those models in computer-based simulations. Rapid prototyping may also be required.

Minimum Education: BA/BS in Engineering, Physics, Math, Computer Science, Information Systems, or an Engineering related discipline.

10. SYSTEMS ANALYST II

Minimum/General Experience: Three (3) to four (4) years experience applying analytical, statistical or simulation methodologies to analyze scientific, engineering, or other problems related to the design and operation of information technology systems and equipment in one or more of the following technology and

system/subsystem specialty areas including, but not limited to: simulations and mathematical modeling, Kalman filtering and modern estimation, statistics and stochastic modeling, digital signal processing, underwater acoustics, instrumentation, test evaluation, navigation/guidance and control, radar, optics, space mission analysis, space mission operations, flight dynamics, aerodynamics, numerical methods, finite element analysis, information processing, weapons, sonar, underwater measurement, missile navigation, optical tracking, computer/data processing, spacecraft/ground stations, communications, sensors and transportation. Working knowledge with the government systems acquisition process, including pertinent technical Standards.

Functional Responsibility: Accepts moderate assignments under general supervision performing related tasks, balancing resources and schedules, responding to unusual situations, organizing, and analyzing data, producing reports and documentation. Exercises a moderate scope of discretion and problem solving. Analysis will typically cover a range of subsystems, including the analysis of interfaces between subsystems or between the system and human operators. Methodologies include development, validation, and application of mathematical models and implementation of those models in computer-based simulations. Rapid prototyping may also be required.

Minimum Education: AA/BA/BS in Engineering, Physics, Math, Computer Science, Information Systems or a related discipline.

11. SYSTEMS ANALYST I

Minimum/General Experience: One (1) to two (2) years experience applying analytical, statistical or simulation methodologies to analyze scientific, engineering, or other problems related to the design and operation of information technology systems and equipment in one or more of the following technology and system/subsystem specialty areas including, but not limited to: simulations and mathematical modeling, Kalman filtering and modern estimation, statistics and stochastic modeling, digital signal processing, underwater acoustics, instrumentation, test evaluation, navigation/guidance and control, radar, optics, space mission analysis, space mission operations, flight dynamics, aerodynamics, numerical methods, finite element analysis, information processing, weapons, sonar, underwater measurement, missile navigation, optical tracking, computer/data processing, spacecraft/ground stations, communications, sensors and transportation. Working knowledge and/or familiarity with the government systems acquisition process, including pertinent technical Standards.

Functional Responsibility: Accepts limited assignments under close supervision performing necessary sets of related tasks, gathering, organizing and analyzing data, and producing required documentation. Problem solving limited to narrowly defined applications. Analysis will typically cover a range of subsystems, including the analysis of interfaces between subsystems or between the system and human operators. Methodologies include development, validation, and application of mathematical models and implementation of those models in computer-based simulations. Rapid prototyping may also be required.

Minimum Education: AA in Engineering, Physics, Computer Science, Information Systems, or a related discipline.

12. INFORMATION SYSTEMS ANALYST V

Minimum/General Experience: Twenty (20) years experience working with custom and packaged software to meet technical, business, management, and financial requirements. Experience should include using formal methodologies, CASE tools, database management systems, and client/server technology to

participate in the design, development, testing, and documentation of business and technical software packages.

Functional Responsibility: Responsible for multiple projects or programs involving unique or controversial problems. Plans, organizes and supervises work of others in the respective department. Works with very broad and complex assignments under general guidance contributing across a broad spectrum of disciplines on issues. Typically analyze requirements, develop process and data models, provide quality assurance, and devise solutions based on knowledge of the best practices of organizations that contract with the federal government.

Minimum Education: BA/BS/MS or PhD in Engineering, Computer Science, Business Administration, or a related discipline with recognized expertise in a field or functional area.

13. INFORMATION SYSTEMS ANALYST IV

Minimum/General Experience: Twelve (12) years experience working with custom and packaged software to meet technical, business, management, and financial requirements. Experience should include using formal methodologies, CASE tools, database management systems, and client/server technology to participate in the design, development, testing, and documentation of business and technical software packages.

Functional Responsibility: Responsible for effort on multiple projects usually within a particular program. Is responsible for making independent decisions, while consulting supervisor on unusual problems and developments. Provides supervision for lower level employees. Works with very broad and complex assignments under general guidance lending expertise and individual perspective in identifying and resolving complex scientific issues at the program level. Resolves complex systems-level interface issues and subsystems interdependencies and tradeoffs. Typically analyze requirements, develop process and data models, provide quality assurance, and devise solutions based on knowledge of the best practices of organizations that contract with the federal government.

Minimum Education: BA/BS/MS in Engineering, Computer Science, Business Administration, English, or a related discipline.

14. INFORMATION SYSTEMS ANALYST III

Minimum/General Experience: Seven (7) years experience working with custom and packaged software to meet technical, business, management, and financial requirements. Experience should include using formal methodologies, CASE tools, database management systems, and client/server technology to participate in the design, development, testing, and documentation of business and technical software packages. Familiar with UNIX networks, Windows NT, Internet technologies, and network security.

Functional Responsibility: Independently performs assignments with instruction from supervisor as to the general results expected. Receives technical guidance on complex problems and needs supervisory approval for projects. May supervise a small number of lower level personnel. Works with broad assignments under general guidance marshaling resources to accomplish objectives, identifying needs and problems, generating alternatives, and implementing as appropriate. Documents and communicates results at all levels. Typically analyze requirements, develop process and data models, provide quality assurance, and devise solutions based on knowledge of the best practices of organizations that contract with the federal government.

Minimum Education: BA/BS in Engineering, Computer Science, Business Administration, English, or a related discipline.

15. INFORMATION SYSTEMS ANALYST II

Minimum/General Experience: Three (3) to Four (4) years experience working with custom and packaged software to meet technical, business, management and financial requirements. Experience should include using formal methodologies, CASE tools, database management systems, and client/server technology to participate in the design, development, testing, and documentation of business and technical software packages. Familiar with UNIX networks, Windows NT, Internet technologies, and network security.

Functional Responsibility: Accepts moderate assignments under general supervision performing related tasks, balancing resources and schedules, responding to unusual situations, organizing, and analyzing data, producing reports and documentation. Typically analyze requirements, develop process and data models, provide quality assurance, and devise solutions based on knowledge of the best practices of organizations that contract with the federal government.

Minimum Education: AA/BA/BS in Engineering, Computer Science, Business Administration, English, or a related discipline.

16. INFORMATION SYSTEMS ANALYST I

Minimum/General Experience: One (1) to Two (2) years of experience working with custom and packaged software to meet technical, business, management and financial requirements. Experience should include using formal methodologies, CASE tools, database management systems, and client/server technology to participate in the design, development, testing, and documentation of business and technical software packages. Familiar with UNIX networks, Windows NT, Internet technologies, and network security.

Functional Responsibility: Accepts limited assignments under close supervision performing necessary sets of related tasks, gathering, organizing and analyzing data, and producing required documentation. Problem solving limited to narrowly defined applications. Typically analyze requirements, develop process and data models, provide quality assurance, and devise solutions based on knowledge of the best practices of organizations that contract with the federal government.

Minimum Education: AA in Engineering, Computer Science, Business Administration, English or a related discipline.

17. NETWORK TECHNICIAN

Minimum/General Experience: Five (5) to eight (8) years experience installing, analyzing, identifying, and resolving routine network hardware, circuit, and transmission logic problems. Must be familiar with the principles of assessing and analyzing network transmission application to resolve reported malfunctions. Experience in fabrication, assembly and operation of electronic/electrical systems, including local/wide area networks, routers, 10BaseT/100BaseT switching technology, fiber optic cabling, laser transmission, and secure network technologies.

Functional Responsibility: Under minimum supervision, monitors network hardware operations to ensure properly set configuration options; troubleshoots, repairs and tests network hardware; advises network users of hardware requirements, configurations, and limitations; and isolates, resolves, or circumvents network problems.

Minimum Education: High School diploma.

18. SOFTWARE ENGINEER V

Minimum General Experience: Twenty (20) years of experience in applications software development or real time system software engineering in the analysis, design, development, implementation, testing, maintenance, quality assurance, troubleshooting and/or upgrade of software systems. Experience should include the development of software for embedded systems, dedicated processing systems, data acquisition systems, telemetry systems and operating system programming and/or the development of specifications and design of systems using a variety of computer languages, database management systems, operating systems, architectures, and peripheral devices to meet project needs.

Functional Responsibility: Responsible for multiple projects or programs involving unique or controversial problems. Plans, organizes and supervises work of others in the respective department. Works with very broad and complex assignments under general guidance contributing across a broad spectrum of disciplines on issues. Typical tasks will apply formal software development methodologies and off the shelf development tools (e.g. CASE tools), and may include the design and development of other tools as needed. Assignments may include the use of machine languages working within tight constraints on module size, data storage, system latency and responsiveness/throughput or tasks that involve engineering, scientific, mathematical, computer science, multimedia, or business applications.

Minimum Education: BA/BS/MS or PhD in Math, Computer Science, Engineering, or a Computer Science/Engineering related discipline, with recognized expertise in a field or functional area.

19. SOFTWARE ENGINEER IV

Minimum General Experience: Twelve (12) years of experience in applications software development or real time system software engineering in the analysis, design, development, implementation, testing, maintenance, quality assurance, troubleshooting and/or upgrade of software systems. Experience should include the development of software for embedded systems, dedicated processing systems, data acquisition systems, telemetry systems and operating system programming and/or the development of specifications and design of systems using a variety of computer languages, database management systems, operating systems, architectures, and peripheral devices to meet project needs.

Functional Responsibility: Responsible for effort on multiple projects usually within a particular program. Is responsible for making independent decisions, while consulting supervisor on unusual problems and developments. Provides supervision for lower level employees. Works with very broad and complex assignments under general guidance lending expertise and individual perspective in identifying and resolving complex scientific issues at the program level. Typical tasks will apply formal software development methodologies and off the shelf development tools (e.g. CASE tools), and may include the design and development of other tools as needed. Assignments may include the use of machine languages working within tight constraints on module size, data storage, system latency and responsiveness/throughput or tasks that involve engineering, scientific, mathematical, computer science, multimedia, or business applications.

Minimum Education: BA/BS/MS in Math, Computer Science, Engineering, or a Computer Science/Engineering related discipline.

20. SOFTWARE ENGINEER III

Minimum General Experience: Five (5) to seven (7) years of experience in applications software development or real time system software engineering in the analysis, design, development, implementation, testing, maintenance, quality assurance, troubleshooting and/or upgrade of software systems. Experience should include the development of software for embedded systems, dedicated processing systems, data acquisition systems, telemetry systems and operating system programming and/or the development of specifications and design of systems using a variety of computer languages, database management systems, operating systems, architectures, and peripheral devices to meet project needs.

Functional Responsibility: Independently performs assignments with instruction from supervisor as to the general results expected. Receives technical guidance on complex problems and needs supervisory approval for projects. May supervise a small number of lower level personnel. Works with broad assignments under general guidance marshaling resources to accomplish objectives, identifying needs and problems, generating alternatives, and implementing as appropriate. Documents and communicates results at all levels. Typical tasks will apply formal software development methodologies and off the shelf development tools (e.g. CASE tools), and may include the design and development of other tools as needed. Assignments may include the use of machine languages working within tight constraints on module size, data storage, system latency and responsiveness/throughput or tasks that involve engineering, scientific, mathematical, computer science, multimedia, or business applications.

Minimum Education: BA/BS in Math, Engineering, Computer Science, or a related discipline.

21. SOFTWARE ENGINEER II

Minimum General Experience: Three (3) to five (5) years of experience in applications software development or real time system software engineering in the analysis, design, development, implementation, testing, maintenance, quality assurance, troubleshooting and/or upgrade of software systems. Experience should include the development of software for embedded systems, dedicated processing systems, data acquisition systems, telemetry systems and operating system programming and/or the development of specifications and design of systems using a variety of computer languages, database management systems, operating systems, architectures, and peripheral devices to meet project needs.

Functional Responsibility: Accepts moderate assignments under general supervision as a team leader performing related tasks, balancing resources and schedules, responding to unusual situations, organizing, and analyzing data, producing reports and documentation. Typical tasks will apply formal software development methodologies and off the shelf development tools (e.g. CASE tools), and may include the design and development of other tools as needed. Assignments may include the use of machine languages working within tight constraints on module size, data storage, system latency and responsiveness/throughput or tasks that involve engineering, scientific, mathematical, computer science, multimedia, or business applications.

Minimum Education: AA/BA/BS in Math, Engineering, Computer Science, or a related discipline.

22. SOFTWARE ENGINEER I

Minimum General Experience: Up to four (4) years of experience in applications software development or real time system software engineering in the analysis, design, development, implementation, testing, maintenance, quality assurance, troubleshooting and/or upgrade of software systems. Experience should include the development of software for embedded systems, dedicated processing systems, data acquisition systems, telemetry systems and operating system programming and/or the development of specifications

and design of systems using a variety of computer languages, database management systems, operating systems, architectures, and peripheral devices to meet project needs.

Functional Responsibility: Accepts limited assignments under close supervision performing necessary sets of related tasks, gathering, organizing and analyzing data, and producing required documentation. Problem solving limited to narrowly defined applications. Typical tasks will apply formal software development methodologies and off the shelf development tools (e.g. CASE tools), and may include the design and development of other tools as needed. Assignments may include the use of machine languages working within tight constraints on module size, data storage, system latency and responsiveness/throughput or tasks that involve engineering, scientific, mathematical, computer science, multimedia, or business applications.

Minimum Education: AA in Math, Engineering, Computer Science, or a related discipline or six years related experience.

23. COMPUTER PROGRAMMER

Minimum General Experience: Two (2) years experience in programming, installing and training on software systems. Experience in writing UNIX scripts/C programming and NT scripts and batch files. Qualified to provide database entry and update capabilities.

Functional Responsibility: Under close supervision, assist in system design and generation of databases and provide software system installation and checkout services. In addition, provide training of commercial and developed software packages to Government personnel.

Minimum Education: High School Diploma or Vocational School Certificate.

24. TECHNICAL WRITER I

Minimum General Experience: Two (2) years experience working with office automation application documentation including the system requirements/performance specifications, functional descriptions, and user documentation.

Functional Responsibility: Under limited supervision, prepare system documentation and users manuals in accordance with government documentation development standards. HTML coding for on-line interactive documentation may be required.

Minimum Education: AA in English, Engineering, Math, Science, Business or a related discipline or Equivalent.

25. SYSTEMS SUPPORT SPECIALIST

Minimum/General Experience: Up to two years experience and working knowledge and/or familiarity with basic Configuration/Data/ Engineering Data Management practices, as well as the support contractor's internal filing system for Configuration, Engineering Data, and Data management documents. Basic knowledge of library procedures and classification.

Functional Responsibility: Under close supervision, assists in the development, administration, and implementation of configuration management plans and procedures. Maintains configuration management documentation and records as required. Reports to the project Manager or senior task leader.

Minimum Education: High school diploma or equivalent.

26. OFFICE ASSISTANT

Minimum/General Experience: Up to two years experience and general knowledge of routine secretarial and clerical support, such as typing correspondence reports and memos using an electronic typewriter or word processor, and maintaining computer-based files for a unit or department.

Functional Responsibility: Under close supervision, performs clerical and secretarial tasks, such as typing and filing. Copies and distributes memos and mail, assists in special assignments, answers phones, directs calls, and takes messages and maintains and updates records and files. Reports to the Project Manager or senior task leader.

Minimum Education: High School Diploma or equivalent.

27. COMPUTER ENGINEER II

Minimum/General Experience: Four (4) years work experience as computer systems hardware and software analyst, and/or the Software Quality Assurance (SQA) discipline. When SQA experience is applicable, it will include SQA planning, implementation of procedures, program manning, and performance and/or management of SQA reviews. Working knowledge with government software and computer resource acquisition practices and policies.

Functional Responsibility: Works under minimal supervision in the performance of technical tasks associated with a scientific or general computer processing environment. Will often function as the lead computer engineer on an effort, and may train and assist less experienced personnel, as required.

Minimum Education: Bachelor's degree in computer science, software engineering, mathematics, or a related discipline.

28. COMPUTER ENGINEER I

Minimum/General Experience: Up to two (2) years work experience as a computer systems hardware and software analyst, and/or the Software Quality Assurance (SQA) discipline. Working knowledge and/or familiarity with DOD acquisition practices and policies.

Functional Responsibility: Works under supervision in the performance of technical tasks associated with a scientific or general computer processing environment. Will assist in computer engineering and analysis efforts as required by the customer's needs.

Minimum Education: Bachelor's degree in computer science, software engineering, mathematics, engineering, or a related discipline.

29. PROGRAM MANAGER II

Minimum/General Experience: Fifteen (15) years of experience providing business management and technical direction on complex projects to project personnel. Must be familiar with the principles of exercising independent judgment, as well as a high level of analytical skill, in solving complex and unusual technical, administrative, and managerial problems. Provides overall direction of program activities within a DOD or government acquisition program structure, including management of material acquisition.

Experience must also include prior fiscal accountability for a moderate-size project area in addition to the management of its engineers, budgeting, planning, and procurement and scheduling activities.

Functional Responsibility: Responsible for financial performance for an assigned project or study. Maintains line management responsibility for all functional activities associated with the execution of the contract with particular emphasis on obtaining maximum job quality, accurate cost control, compliance with schedules, and satisfactory customer relations.

Supervises one or more project engineers and/or technical specialists assigned to the project. Under general supervision, reports to Program Director or Vice President. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor's personnel and communicating policies, purposes and goals of the organization to subordinates. Also responsible for all aspects of performance (i.e., technical, contractual, administrative, financial). Consults with the customer to ensure conformity to contractual obligations, establishes and maintains technical and financial reports to show progress of projects to management and customers, organizes and assigns responsibilities to subordinates, and oversees the successful completion of all assigned tasks.

Minimum Education: (a) MBA or MS in business or a technical (such as Engineering, Business Administration, Computer Science, Math, Physics or a related discipline) or (b) BA/BS in a related field plus four (4) years related experience in addition to the experience requirement set forth above.

30. NETWORK ENGINEER V

Minimum/General Experience: Twenty (20) years of experience in computer networking for systems and subsystems in areas such as: computer operating systems, network operating systems, applications software, network hardware, networking technologies (protocols and transports), messaging systems, server operations, computer security, and system backup technologies.

Functional Responsibility: Works with very broad and complex assignments under general guidance contributing across a broad spectrum of disciplines on issues. Tasks may include the installation, use, and maintenance of computer operating systems, desktop applications and network operating systems; the evaluation, maintenance, and repair of computer networking equipment and systems; the administration of network servers, electronic messaging centers, multiple-user systems, and databases; the design and implementation of optical fiber backbone-based systems; the design and development of computer/network systems and specifications; the use of manufacturers diagnostics and commercial software packages; or the development of special software scripts to support configuration and maintenance efforts.

Minimum Education: BA/BS/MS or PhD in Engineering, Computer Science, Math, Information Systems or a related discipline, with recognized expertise in a field or functional area.

31. NETWORK ENGINEER IV

Minimum/General Experience: Twelve (12) years of experience in computer networking for systems and subsystems in areas such as: computer operating systems, network operating systems, applications software, network hardware, networking technologies (protocols and transports), messaging systems, server operations, computer security, and system backup technologies.

Functional Responsibility: Works with very broad and complex assignments under general guidance lending expertise and individual perspective in identifying and resolving complex scientific issues at the program level. Tasks may include the installation, use, and maintenance of computer operating systems, desktop applications and network operating systems; the evaluation, maintenance, and repair of computer

networking equipment and systems; the administration of network servers, electronic messaging centers, multiple-user systems, and databases; the design and implementation of optical fiber backbone-based systems; the design and development of computer/network systems and specifications; the use of manufacturers diagnostics and commercial software packages; or the development of special software scripts to support configuration and maintenance efforts.

Minimum Education: BA/BS/MS in Engineering, Computer Science, Math, or a related discipline.

32. NETWORK ENGINEER III

Minimum/General Experience: Seven (7) years of experience in computer networking for systems and subsystems in areas such as: computer operating systems, network operating systems, applications software, network hardware, networking technologies (protocols and transports), messaging systems, server operations, computer security, and system backup technologies.

Functional Responsibility: Works with broad assignments under general guidance marshaling resources to accomplish objectives, identifying needs and problems, generating alternatives, and implementing as appropriate. Documents and communicates results at all levels. Tasks may include the installation, use, and maintenance of computer operating systems, desktop applications and network operating systems; the evaluation, maintenance, and repair of computer networking equipment and systems; the administration of network servers, electronic messaging centers, multiple-user systems, and databases; the design and implementation of optical fiber backbone-based systems; the design and development of computer/network systems and specifications; the use of manufacturers diagnostics and commercial software packages; or the development of special software scripts to support configuration and maintenance efforts.

Minimum Education: BA/BS in Engineering, Computer Science, Math, Information Systems, or a related discipline.

33. NETWORK ENGINEER II

Minimum/General Experience: Three (3) years of experience in computer networking for systems and subsystems in areas such as: computer operating systems, network operating systems, applications software, network hardware, networking technologies (protocols and transports), messaging systems, server operations, computer security, and system backup technologies.

Functional Responsibility: Accepts moderate assignments under general supervision performing related tasks, balancing resources and schedules, responding to unusual situations, organizing, and analyzing data, producing reports and documentation. Tasks may include the installation, use, and maintenance of computer operating systems, desktop applications and network operating systems; the evaluation, maintenance, and repair of computer networking equipment and systems; the administration of network servers, electronic messaging centers, multiple-user systems, and databases; the design and implementation of optical fiber backbone-based systems; the design and development of computer/network systems and specifications; the use of manufacturers diagnostics and commercial software packages; or the development of special software scripts to support configuration and maintenance efforts.

Minimum Education: AA/BA/BS in Engineering, Computer Science, Math, Information Systems or a related discipline or a professional certification.

34. NETWORK ENGINEER I

Minimum/General Experience: One (1) year of experience in computer networking for systems and subsystems in areas such as: computer operating systems, network operating systems, applications software, network hardware, networking technologies (protocols and transports), messaging systems, server operations, computer security, and system backup technologies.

Functional Responsibility: Accepts limited assignments under close supervision performing necessary sets of related tasks, gathering, organizing and analyzing data, and producing required documentation. Problem solving limited to narrowly defined applications. Tasks may include the installation, use, and maintenance of computer operating systems, desktop applications and network operating systems; the evaluation, maintenance, and repair of computer networking equipment and systems; the administration of network servers, electronic messaging centers, multiple-user systems, and databases; the design and implementation of optical fiber backbone-based systems; the design and development of computer network systems and specifications; the use of manufacturers diagnostics and commercial software packages; or the development of special software scripts to support configuration and maintenance efforts.

Minimum Education: AA in Engineering, Computer Science, Math, Information Systems or a related discipline or equivalent, or a professional certification.

35. TECHNICAL WRITER III

Minimum General Experience: Six (6) years experience working with office automation application documentation including the system requirements/performance specifications, functional descriptions, and user documentation. Requires knowledge and experience writing to U.S. Government and military documentation standards such as IEEE, and MIL-STD-498. Experience using authoring software in the creation of interactive Documentation systems. Capable of resolving issues with HTML coding and providing supervisory guidance related to the technologies employed in interactive documentation systems.

Functional Responsibility: Capable of working independently to prepare system documentation and users manuals in accordance with government documentation development standards.

Minimum Education: Bachelors Degree in English, Engineering, Math, Business or a related discipline or Equivalent.

36. TECHNICAL WRITER II

Minimum General Experience: Four (4) years experience working with office automation application documentation including the system requirements/performance specifications, functional descriptions, and user documentation. Capable of editing support functions in the development of interactive documentation systems.

Functional Responsibility: Under limited supervision, prepare system documentation and users manuals in accordance with government documentation development standards. HTML coding for on-line interactive documentation may be required.

Minimum Education: AA/BA in English, Engineering, Math, Business, or a related discipline or Equivalent.

37. SUBJECT MATTER EXPERT I

Minimum General Experience: Ten (10) to Twelve (12) years of specialized experience in a functional area of expertise related to applied information technology, computer systems design, or systems engineering methodology.

Functional Responsibility: Provides expert consultative support to functional technical areas of a project. Develops solutions to complex problems. Possesses requisite knowledge and expertise so recognized in the professional community that the Government is able to qualify the individual as an expert in the field for an actual task. Demonstrates exceptional oral and written communication skills.

Minimum Education: Masters Degree in a relevant functional area such as Physics, Engineering, Computer Science, Math, or Engineering/Computer Science related discipline or a related field of effort and ten to twelve (10-12) years' related experience.

38. INFORMATION SYSTEMS TECHNICIAN III

Minimum/General Experience: Ten (10) years experience installing, analyzing, identifying, and resolving electronic equipment/component hardware for information systems. Must be capable of coordinating multiple teams of Information Systems Technicians. Must be familiar with the principles of assessing and analyzing communication transmission applications to identify, diagnose, and resolve reported network and communications malfunctions. Experience in installation, troubleshooting, and rectification of Wide Area Network (WAN) and Local Area Network (LAN) topologies. Experience with military communications protocols and networking devices such as routers, switches, bridges, radios, and cryptological devices also required. Must be familiar with the Open Systems Interconnect (OSI) seven layer network model.

Functional Responsibility: Supervises teams of information systems technicians. Responsible for all aspects of shipboard and land based installations of complex networks and electronic equipment/components. Responsible for overall management of onboard and shore based fiber and copper network installations to support various networking technologies and topologies. Responsible for electronic System Operational Test and Verification (SOVT) of installed networks systems. Must possess knowledge of military telecommunications standards as well as various communications protocols such as Internet Packet Exchange (IPX), Asynchronous Transfer Mode (ATM), Transmission Control Protocol/Internet Protocol (TCP/IP), and military specific communications such as Ultra High Frequency (UHF), High Frequency (HF), Extended High Frequency (EHF), and Super High Frequency (SHF). Must have experience performing advanced diagnostic and troubleshooting services on military communications systems such as Global Positioning System (GPS), Satellite Communications (SATCOM), and Internet Protocol (IP). Must also be familiar with Peripheral Component Interconnect (PCI), VERSA module Euro card (VME), PCI Mezzanine Card (PMC), Industry Standard Architecture (ISA) and Personal Computer Memory Card International Association (PCMCIA) device architectures.

Minimum Education: High School diploma and formal electronics training.

39. INFORMATION SYSTEMS TECHNICIAN II

Minimum/General Experience: Five (5) years experience installing, analyzing, identifying, and resolving electronic equipment/component hardware and software for information systems. Must be familiar with the principles of assessing and analyzing communication transmission applications to identify, diagnose, and resolve reported network and communications malfunctions. Experience in communications protocols such as Ethernet, FDDI, and military specific protocols such as MIL-STD-1397 and MIL-STD-1553 required. Must be familiar with the Open Systems Interconnect (OSI) seven layer network model.

Functional Responsibility: Under minimum supervision, performs complex information systems installations and checkout. Responsible for hardware and software installation and checkout as well as network device configuration. Must possess knowledge of networking protocols such as Internet Packet Exchange (IPX), Asynchronous Transfer Mode (ATM), Fiber Distributed Data Interface (FDDI), and Transmission Control Protocol/Internet Protocol (TCP/IP). Must also be familiar with Peripheral Component Interconnect (PCI), VERSA module Euro card (VME), PCI Mezzanine Card (PMC), Industry Standard Architecture (ISA), and Personal Computer Memory Card International Association (PCMCIA) device architectures.

Minimum Education: High School diploma.

40. JR. LEVEL COMPUTER TECHNICIAN

Minimum/General Experience: One (1) to two (2) years experience in typing technical documentation, narrative material, or other word processing assignments. In addition, must be competent in the use of computer word-processing.

Functional Responsibility: Performs a variety of secretarial duties for a top executive, program director or manager such as typing reports and memos, maintaining computer-based and paper files, answers office inquiries, and performs administrative tasks. Performs special project support. Must be proficient in the use of a personal computer and have excellent typing skills. Requires very little supervision.

Minimum Education: High School Diploma or a GED.

41. JR. TECHNICIAN

Minimum/General Experience: Three (3) plus years experience experience in typing technical documentation, narrative material, or other word processing assignments. In addition, must be competent in the use of computer databases, word-processing, and spreadsheet applications.

Functional Responsibility: Performs a variety of secretarial duties for program directors or managers such as typing reports and memos, maintaining computer-based and paper files, answers office inquiries, and performs administrative tasks. Performs special projects of a moderate to highly skilled nature. Must be proficient in the use of a personal computer and have excellent typing skills. Provides training and assistance to lower-level administrative staff.

Minimum Education: High School Diploma or a GED.

42. PROGRAM ANALYST

Minimum/General Experience: One (1) to three (3) years experience involving business, technical, engineering, design, architectural, maintenance, business modeling, or similar areas related to the information technology project supporting business applications including responsibility for providing quality deliverables.

Functional Responsibility: Supports and/or performs research, designs or utilizes simple to complex computer software applications for business or technical applications. Applies principles of business, computer science, engineering, or mathematical analysis. Maintains project financial performance records; develops project operations budgets; recommends personnel requirements for project tasks. Duties include

all labor efforts identified as business and finance including but not limited to project control, project planning, and scheduling or cost estimating

Minimum Education: Bachelor's Degree in business or a related discipline.

43. TECHNICIAN

Minimum/General Experience: Two (2) years experience with telecommunications, ADP, computer networks, or computer systems.

Functional Responsibility: Serves as lead technician and/or supervisor. Ensures that inspections, tests, and repairs of all electronic circuitry and components are performed in accordance with regulations and specifications. Analyzes electronic equipment and oversees tests to establish operating data. Develops and fabricates specialized equipment. Provides training and assistance to lower-level technicians.

Minimum Education: Associates Degree in an Engineering field, or equivalent or a Technical Certification from an accredited training institution.

44. ENGINEERING TECHNICIAN – CATEGORY A

Minimum/General Experience: One (1) to Two (2) years of graphics experience designing and preparing brochures, flip charts, illustrations, or related graphic materials using sophisticated computer aided graphics software packages; revolving computer design problems using available software tools.

Functional Responsibility: Supports graphics projects and performs production support as needed. Works on projects supervised by graphics manager or higher level graphics specialist and has knowledge of graphics systems and graphics application packages including: desktop publishing, CAD, GIS, design packages, HTML, multimedia or other graphics applications.

Education and Experience Requirements: High School Diploma or GED.

45. ENGINEERING TECHNICIAN – CATEGORY C

Minimum/General Experience: Four (4) years of experience designing and preparing brochures, flip charts, illustrations, or related graphic materials using sophisticated computer aided graphics software packages; resolve computer design problems using available software tools and demonstrating creativity and resourcefulness.

Functional Responsibility: Works on complex graphics projects and assists in coordination of graphic/imaging production scheduling, and coordinates production support with outside vendors, as needed. Ensures that graphic/imaging projects are completed on time, within budget and to the requirement specifications. Interfaces with users to determine scope of project and best graphic medium. Works on complex projects independently and has thorough knowledge of graphics systems and graphics application packages, which may include: desktop publishing, CAD, GIS, design packages, HTML, multimedia, or other graphics applications.

Minimum Education: Bachelor's Degree in Art, Graphics, Drafting or related area.

46. SENIOR IT ANALYST

Minimum/General Experience: Twelve (12) years in computer network security for systems and subsystems in areas such as security architecture design, security policies and procedures documentation development, security device/software implementation and configuration, security-based research, security assessments, security configuration analysis, information assurance, or information security.

Functional Responsibility: Works with broad assignments under general guidance, managing resources to accomplish objectives, identifying needs and problems, generating alternatives, and implementing solutions as appropriate. Documents and communicates results at all levels. Tasks may include the analysis and design of security hardware and software, the analysis of complex network communication and security problems, and support for electronic process or methodologies to resolve total system problems or applications. Has specific experience with firewalls, computer intrusion detection systems, authentication systems, access control systems, and vulnerability/risk analysis.

Minimum Education: Bachelor's degree in computer science, computer engineering, network engineering, or a related field and at least 2 qualifying networking or security certifications.

47. SENIOR TECHNICIAN

Minimum/General Experience: Eight (8) to Eleven (11) years in computer network security for systems and subsystems in areas such as security architecture design, security policies and procedures documentation development, security device/software implementation and configuration, security-based research, security assessments, security configuration analysis, information assurance, or information security.

Functional Responsibility: Works with broad assignments under general guidance, managing resources to accomplish objectives, identifying needs and problems, generating alternatives, and implementing solutions as appropriate. Documents and communicates results at all levels. Tasks may include the analysis and design of security hardware and software, the analysis of complex network communication and security problems, and support for electronic process or methodologies to resolve total system problems or applications. Has specific experience with firewalls, computer intrusion detection systems, authentication systems, access control systems, and vulnerability/risk analysis.

Minimum Education: Bachelor's degree in computer science, computer engineering, network engineering, or a related field and at least 1 qualifying networking or security certifications.

48. NETWORK ENGINEER

Minimum/General Experience: Four (4) to Seven (7) years in computer network security for systems and subsystems in areas such as security architecture design, security policies and procedures documentation development, security device/software implementation and configuration, security-based research, security assessments, security configuration analysis, information assurance, or information security.

Functional Responsibility: Works with broad assignments under general guidance, managing resources to accomplish objectives, identifying needs and problems, generating alternatives, and implementing solutions as appropriate. Documents and communicates results at all levels. Tasks may include the analysis and design of security hardware and software, the analysis of complex network communication and security problems, and support for electronic process or methodologies to resolve total system problems or applications. Has specific experience with firewalls, computer intrusion detection systems, authentication systems, access control systems, and vulnerability/risk analysis.

Minimum Education: Bachelor's degree in computer science, computer engineering, network engineering, or a related field.

49. INFRASTRUCTURE SPECIALIST

Minimum/General Experience: Two (2) to Three (3) years in computer network security for systems and subsystems in areas such as security architecture design, security policies and procedures documentation development, security device/software implementation and configuration, security-based research, security assessments, security configuration analysis, information assurance, or information security.

Functional Responsibility: Works with broad assignments under general guidance, managing resources to accomplish objectives, identifying needs and problems, generating alternatives, and implementing solutions as appropriate. Documents and communicates results at all levels. Tasks may include the analysis and design of security hardware and software, the analysis of complex network communication and security problems, or support for electronic process or methodologies to resolve total system problems or applications. Has specific experience with firewalls, computer intrusion detection systems, authentication systems, access control systems, or vulnerability/risk analysis.

Minimum Education: Bachelor's degree in computer science, computer engineering, network engineering, or a related field.

50. NETWORK ENGINEER III

Minimum/General Experience: Up to One (1) year in computer network security for systems and subsystems in areas such as security architecture design, security policies and procedures documentation development, security device/software implementation and configuration, security-based research, security assessments, security configuration analysis, information assurance, or information security.

Functional Responsibility: Works with broad assignments under general guidance, managing resources to accomplish objectives, identifying needs and problems, generating alternatives, and implementing solutions as appropriate. Tasks may include the analysis and design of security hardware and software, the analysis of complex network communication and security problems, and support for electronic process or methodologies to resolve total system problems or applications. Has specific experience with firewalls, computer intrusion detection systems, authentication systems, access control systems, or vulnerability/risk analysis.

Minimum Education: Bachelors degree in computer science, computer engineering, network engineering, or a related field. Qualifying networking or security certification is desired.

51. TECHNICIAN

Minimum/General Experience: Two (2) years of experience directly related to IT security.

Functional Responsibility: Provides specialized expertise and practical assistance covering physical, electronic, and technical security facets of information at each stage of the life cycle. Develops, reviews, and assesses the appropriateness and effectiveness of IT security policies, standards, guidelines, and procedures. Conducts security threat and risk assessment of IT facilities, applications systems, and communications. Conducts compliance audits of IT operations, application systems, and infrastructures. Evaluates security-related software/hardware. Develops or reviews security-related implementation plans

as well as backup and recovery plans. Investigates security incidents, reports causes and related weaknesses, and recommends remedies. Designs security frameworks and implements the security components of IT infrastructure required to protect assets and to support application systems. Provides advice on the security aspects of application systems under development.

Education and Experience Requirements: Bachelor's degree in computer science, computer engineering, math, network engineering, or a related field.

52. CONSULTANT

Minimum/General Experience: Fifteen (15) years related experience in the application and development of systems in the area of specialty. The specialty may relate to a variety of development or support functions that require special expertise, because of the degree of complexity, impact on mission, or novelty of approach.

Functional Responsibility: Provides high-level subject matter expertise for work described in the program/task. Provides advanced technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, modeling, design, integration, documentation, and training. Provides implementation advice on complex problems, which require a high level of knowledge of the subject matter for effective implementation. From a computer systems standpoint, participates as needed in all phases of software and hardware development with emphasis on the planning, engineering, analysis, testing, integration, documentation, training, and presentation phases. From a business process standpoint, may provide technical advice, guidance and direction for the improvement, modification, and re-engineering of business processes, policies and procedures for any functional area under consideration or review. Applies principles, methods, and knowledge of specific functional areas of expertise to specific programs. Person is able to work independently at the highest level. Directs the composition of, or composes and finalizes documentation.

Minimum Education: Masters Degree in a relevant functional area such as Physics, Engineering, Computer Science, Math, or a related discipline or field of effort.

53. SR. RESEARCH SCIENTIST – CATEGORY D

Minimum/General Experience: Twelve (12) to Fourteen (14) years experience in the application and development of systems in the area of specialty. The specialty may relate to a variety of development or support functions that require special expertise, because of the degree of complexity, impact on mission, or novelty of approach.

Functional Responsibility: Provides high-level subject matter expertise for work described in the program/task. Provides advanced technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, modeling, design, integration, documentation, and training. Provides implementation advice on complex problems, which require a high level of knowledge of the subject matter for effective implementation. From a computer systems standpoint, participates as needed in all phases of software and hardware development with emphasis on the planning, engineering, analysis, testing, integration, documentation, training, and presentation phases. From a business process standpoint, may provide technical advice, guidance and direction for the improvement, modification, and re-engineering of business processes, policies and procedures for any functional area under consideration or review. Applies principles, methods, and knowledge of specific functional areas of expertise to specific programs. Person is able to work independently at the highest level. Directs the composition of, or composes and finalizes documentation.

Education and Experience Requirements: Masters Degree in a relevant functional area such as Physics, Engineering, Computer Science, Math, or a related discipline or field of effort.

54. TECHNICAL EDITOR

Minimum/General Experience: Two (2) years of experience providing technical reference material to engineering and scientific staff, and accomplishes necessary research in maintaining technical acquisitions, cataloging, and circulation of materials.

Functional Responsibility: Collects and organizes information required for preparation of user's manuals, training materials, installation guides, proposals, and reports. Edits functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents. Prepares final documents for client acceptance. Plans, develops, maintains, rewrites, and produces documents as required by the client, regulations and/or specifications.

Minimum Education: Associates Degree in English, Journalism or related field, or 3 years related experience.

55. IT Multi-Disciplined EXPERT II

Minimum/General Experience: A minimum of Eleven (11) years of experience required. At least three years of that experience shall have been in leadership positions relating to the direction of significant development efforts or managing programs requiring comprehensive and innovative technical solutions.

Functional Responsibility: Perform as a IT consulting multi-disciplined expert supporting a wide range of IT subject matters including databases, network architectures, the integration of heterogeneous IT platforms including mainframe computers servers, and PC platforms into a homogeneous architecture, network security, multiple operating systems and software languages, internet architectures, the incorporation of electronic data interchange (EDI) features, human factors engineering, logistics, personnel, training, patents and trademarks. The IT subject matters under study or implementation shall support financial, logistic, production, manufacturing and other businesses IT system implementations. The IT professional shall provide highly technical and/or specialized guidance concerning automation solutions to complex information processing problems related to the information technology subject and shall include performing analyses and studies, preparing reports, and give presentations related to the overall issues related to multiple areas of information technology.

Minimum Education: Master's Degree in computer science, information systems, engineering, business or other related scientific or technical discipline.

Global Strategies Group (North America) Inc. Labor Pricelist			
	Labor Category	GSA Rate	
		Gov't Site	Contr Site
1	Program Manager	\$112.32	\$122.28
2	Project Manager II	\$105.44	\$112.50
3	Project Manager I	\$82.28	\$87.80
4	Design Engineer III	\$87.00	\$92.85
5	Design Engineer II	\$71.41	\$76.19
6	Design Engineer I	\$58.39	\$62.31
7	Systems Analyst V	\$104.64	\$111.65
8	Systems Analyst IV	\$88.71	\$94.62
9	Systems Analyst III	\$75.16	\$80.22
10	Systems Analyst II	\$63.31	\$67.93
11	Systems Analyst I	\$38.53	\$46.51
12	Information Systems Analyst V	\$104.74	\$111.75
13	Information Systems Analyst IV	\$87.26	\$93.09
14	Information Systems Analyst III	\$78.27	\$78.88
15	Information Systems Analyst II	\$53.48	\$58.84
16	Information Systems Analyst I	\$38.90	\$42.79
17	Network Technician	\$46.33	\$51.60
18	Software Engineer V	\$104.72	\$111.75
19	Software Engineer IV	\$87.26	\$93.09
20	Software Engineer III	\$71.81	\$78.88
21	Software Engineer II	\$59.54	\$63.55
22	Software Engineer I	\$48.56	\$49.39
23	Computer Programmer	\$36.04	\$36.32
24	Technical Writer	\$40.78	\$45.07
25	Systems Support Specialist*	\$25.55	\$31.39
26	Office Assistant*	\$26.04	\$29.76
27	Computer Engineer II	\$65.11	\$72.23
28	Computer Engineer I	\$51.03	\$56.05
29	Program Manager II	\$127.52	\$138.58
30	Network Engineer V	\$105.63	\$112.84
31	Network Engineer IV	\$88.00	\$94.01
32	Network Engineer III	\$74.58	\$79.65
33	Network Engineer II	\$63.19	\$67.51
34	Network Engineer I	\$53.48	\$57.15
35	Technical Writer III	\$62.33	\$66.59
36	Technical Writer II	\$44.88	\$47.95
37	Subject Matter Expert	\$83.30	\$103.35
38	Information Systems Technician III	\$70.70	\$75.53
39	Information Systems Technician II	\$36.80	\$39.30

Global Strategies Group (North America) Inc. Labor Pricelist			
	Labor Category	GSA Rate	
		Gov't Site	Contr Site
40	Jr. Level Computer Technician	\$46.85	\$46.85
41	Jr. Technician	\$57.28	\$57.28
42	Program Analyst	\$63.51	\$66.68
43	Technician	\$81.80	\$81.80
44	Engr. Tech – Category A	\$55.67	\$55.67
45	Engr. Tech – Category A	\$62.05	\$62.05
46	Senior IT Analyst	\$105.61	\$110.89
47	Senior Technician	\$86.49	\$90.82
48	Network Engineer	\$84.43	\$84.43
49	Infrastructure Specialist	\$79.24	\$83.21
50	Network Engineer III	\$64.54	\$67.77
51	Technician	\$81.97	\$86.07
52	Consultant	\$143.80	\$150.99
53	Sr. Research Scientist D	\$101.98	\$101.98
54	Technical Editor	\$95.31	\$95.31
55	IT Multi-Disciplined Expert II	\$237.75	\$249.63
<p>Note: 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.</p>			

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

PREAMBLE

Global Strategies Group (North America) 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 insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

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

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

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact: Ms. Deborah Wesley, (757) 227-6664, FAX (757) 222-1298, E-mail: deborah.wesley@globalgroup.us.com.

SUGGESTED Blanket Purchase Agreement (BPA) Format

**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

BPA NUMBER _____

**(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

***SPECIAL BPA DISCOUNT/PRICE**

(2) Delivery:

DESTINATION

DELIVERY SCHEDULE/DATES

(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:

OFFICE

POINT OF CONTACT

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), 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 an ordering activity’s requirements.

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