SPECIAL ITEM NUMBER 54151S - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

FPDS Code D301  IT Facility Operation and Maintenance
FPDS Code D302  IT Systems Development Services FPDS
Code D306     IT Systems Analysis Services
FPDS Code D307  Automated Information Systems Design and Integration Services FPDS
Code D308     Programming Services
FPDS Code D310  IT Backup and Security Services
FPDS Code D311  IT Data Conversion Services
FPDS Code D316  IT Network Management Services
FPDS Code D399  Other Information Technology Services, Not Elsewhere Classified

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

Note 2: Offerors and Agencies are advised that the Information Technology Large Category MAS 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 performed by the publisher or manufacturer or one of their authorized agents.

SPECIAL ITEM NUMBER OLM – ORDER LEVEL MATERIALS

SecuriGence LLC
DUNS # 034461779, CAGE 6FL35

50 Catoctin Circle Ne, Suite 310
Leesburg, VA 20176-3101
(P) 703-943-6175  (F) 888-519-2118
info@securigence.com
Contact: Michael Barnhart, mbarnhart@securigence.com

Contract Number: GS-35F-626GA
Period Covered by Contract: August 16, 2022 through August 15, 2027
Business Size: Small Business, Veteran Owned Small Business,

Pricelist current through Modification #0009, effective December 18, 2021.

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

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.
CUSTOMER INFORMATION:

1a. Awarded Special Item Number(s):

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S/54151SRC</td>
<td>Professional Information Technology Services</td>
</tr>
<tr>
<td>OLM/OLMRC</td>
<td>Order Level Materials</td>
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</table>

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract: Please see rates on page 4.

1c. Descriptions of all corresponding commercial job titles with experience, functional responsibility and education are provided beginning on page 5.

2. Maximum Order: For SIN 54151S - $500,000
   For SIN OLM - $250,000

3. Minimum Order: $100

4. Geographic Coverage: Domestic & Overseas

5. Point of Production: N/A

6. Prices Shown Herein are Net (discount deducted)

7. Quantity Discount: None

8. Prompt Payment Terms: Net 30
   Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions

9. Government Purchase Cards: Will Accept

10. Foreign Items: None

11a. Time of Delivery: SecuriGence LLC shall deliver or perform services in accordance with the terms negotiated in an agency’s order.

11b. Expedited Delivery: Consult with Contractor

11c. Overnight/2-Day Delivery: Consult with Contractor

11d. Urgent Requirements: Consult with Contractor

12. FOB Point: Destination
13. **Ordering Address:**
   ATTN: Philip Chambers  
   50 Catoctin Circle Ne, Suite 310  
   Leesburg, VA 20176-3101

14. **Payment Address:**
   Invoice Department  
   ATTN: Michael Barnhart  
   50 Catoctin Circle Ne, Suite 310  
   Leesburg, VA 20176-3101

15. **Warranty Provisions:** Contractor’s Standard Warranty

16. **Export Packing charges:** Not applicable

17. **Terms and conditions of Government Purchase Card Acceptance:** Contact SecuriGence LLC for terms and conditions of Government Purchase Card acceptance.

18. **Terms and conditions of rental, maintenance, and repair:** Not applicable

19. **Terms and conditions of installation:** Not applicable

20a. **Terms and conditions of repair parts:** Not applicable

20b. **Terms and conditions for any other services:** Not applicable

21. **List of service and distribution points:** Not applicable

22. **List of participating dealers:** Not applicable

23. **Preventive maintenance:** Not applicable

24a. **Environmental attributes,** e.g., recycled content, energy efficiency, and/or reduced pollutants: Not applicable

24b. Contact SecuriGence LLC for Section 508 compliance information. The EIT standards can be found at: http://www.section508.gov

25. **DUNS Number:** 034461779

26. SecuriGence LLC is registered in the System for Award Management (SAM) database.
## GSA Hourly Rates

**SIN 54151S**

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>8/16/2022 – 08/15/23</th>
<th>8/16/2023 – 08/15/24</th>
<th>8/16/2024 – 08/15/25</th>
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</table>
SIN 54151S Labor Category Descriptions

**IT Computer Programmer Level 2**

**Functional Responsibility:** Designs, codes, enhances, debugs, and implements software. Troubleshoots production problems related to software applications. Researches, tests, builds, and coordinates the conversion and/or integration of new products based on client requirements. Designs and develops new software products or major enhancements to existing software. Evaluates effectiveness. Addresses problems of systems integration, compatibility, and multiple platforms. Consults with project teams and end users to identify application requirements. Performs feasibility analysis on tasks ranging from potential future projects to management. Assists in the evaluation and recommendation of application software packages, application integration, and testing tools. Resolves problems with software and responds to suggestions for improvements and enhancements. Acts as team leader on projects. Instructs, assigns, directs, and checks the work of others on the development team. Participates in development of software user manuals and technical reports. May provide leadership to small teams or team members. Facilitates, manages, and has the ability to train. Possesses and applies expertise on multiple complex work assignments which are broad in nature, requiring originality and innovation in determining how to accomplish tasks. Has the ability to apply a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments.

**Minimum Experience:** 6 years

**Minimum Education:** Bachelor’s

**IT Consultant Level 1**

**Functional Responsibility:** Possesses knowledge and expertise in one or more of the following Information Technology (IT) pillars to be engaged with direct supervision: Infrastructure Architecture (IA), engineering, IT operations, DevSecOps, cyber security, cloud, business support, procurement, policy, customer relations, configuration management, or program financial analysis. IT Consultants will, under direct supervision, improve the effectiveness and efficiency of the organization's delivery of IT products and services by facilitating cohesive interaction and problem solving between the IT pillars. Perform collaboration with organizational stakeholders for analysis of the current state to identify program and technology gaps, redundancies, and opportunities for improvement. Analyze programs and technology against organizational management guidance, standards, process, and policies. Work with standard office automation tools to provide customer with reports and other informational products. Perform analysis of alternatives in an effort to provide options and recommendations for addressing gaps, redundancies, and opportunities for improvement, including cost and benefit for each alternative, risks, issues, and dependencies. Prepare documentation and progress reports for clients. Provide customer with ad hoc services as needed. Assist clients through the change-management process.

**Minimum Experience:** 2 years

**Minimum Education:** Bachelor’s
IT Consultant Level 2

Functional Responsibility: Possesses knowledge and expertise in one or more of the following IT pillars to be engaged with supervision: IA, engineering, IT operations, DevSecOps, cyber security, cloud, business support, procurement, policy, customer relations, configuration management, or program financial analysis. IT Consultants will, under supervision, improve the effectiveness and efficiency of the organization’s delivery of IT products and services by facilitating cohesive interaction and problem solving between the IT pillars. Perform collaboration with organizational stakeholders for analysis of the current state to identify program and technology gaps, redundancies, and opportunities for improvement. Analyze programs and technology against organizational management guidance, standards, process, and policies. Work with standard office automation tools to provide customer with reports and other informational products. Perform analysis of alternatives in an effort to provide options and recommendations for addressing gaps, redundancies, and opportunities for improvement, including cost and benefit for each alternative, risks, issues, and dependencies. Prepare documentation and progress reports for clients. Provide customer with ad hoc services as needed. Assist clients through the change-management process.

Minimum Experience: 4 years

Minimum Education: Bachelor’s

IT Consultant Level 3

Functional Responsibility: Develops, under direct supervision, requirements from a project’s inception to its conclusion for a particular IT subject matter area (i.e., simple systems). Assists other project members with analysis and evaluation and with the preparation of recommendations for system improvements, optimization, development, and/or maintenance efforts in the following specialties: information systems architecture; networking; telecommunications; automation; communications protocols; risk management/electronic analysis; software; life-cycle management; software development methodologies; modeling and simulation; disaster recovery; and requirements management. May provide leadership to small teams or team members. Facilitates, manages, and has the ability to train. Possesses and applies expertise on multiple complex work assignments which are broad in nature, requiring originality and innovation in determining how to accomplish tasks. Has the ability to apply a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments.

Minimum Experience: 5 years

Minimum Education: Bachelor’s

IT Consultant Level 4

Functional Responsibility: Should possess knowledge and expertise in one or more of the following IT pillars, to be engaged with little supervision: infrastructure architecture, engineering, IT operations, DevSecOps, cyber security, cloud, business support, procurement, policy, customer relations, configuration management, or program financial analysis. IT Consultants will, with little supervision, improve the effectiveness and efficiency of the organization’s delivery of IT products and services by facilitating cohesive interaction and problem solving between the IT pillars. Perform collaboration with organizational stakeholders for analysis of the current state to identify program and technology gaps, redundancies, and opportunities for improvement. Analyze programs and technology against organizational management guidance, standards, process, and policies. Work with standard office automation tools to provide customer with reports and other informational products. Perform analysis of alternatives in an effort to provide options and recommendations for addressing gaps, redundancies, and opportunities for improvement, including cost and benefit for each alternative, risks, issues, and dependencies. Prepare
documentation and progress reports for clients. Provide customer with ad hoc services as needed. Assist clients through the change-management process.

**Minimum Experience:** 6 years

**Minimum Education:** Bachelor’s

**IT Cyber Security Specialist Level 3**

**Functional Responsibility:** Performs Enterprise and cross-domain malicious user penetration testing against systems built on Windows, Citrix, Linux, and Solaris operating systems. Conducts Security Assessments of critical systems and provides actionable reports to assist with mitigating the findings of the assessments. Reviews and analyzes Bodies of Evidence (BoEs) for gaps in security controls and implementation details. Reports on gaps in Risk Assessment Reports (RARs) and makes recommendations to remediate risks. Anticipates reactions to change, and develops effective solutions and responses. Manages client expectations. Provides leadership and training to teams or team members. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met.

**Minimum Experience:** 10 years

**Minimum Education:** Bachelor’s

**IT Cybersecurity Engineer Level 2**

**Functional Responsibility:** Performs ISSO tasks for IT systems in accordance with NIST SP 800-37 requirements. In addition, shall perform Information Assurance (IA) certification and accreditation analysis, security assessments, and make recommendations to the Information System Security Managers to bring their systems into compliancy. Deficiencies are analyzed and documented in Plan of Actions & Milestones (POA&Ms) or requests prepared for Agent of Record (AoR). May provide leadership to small teams or team members. Facilitates, manages, and has the ability to train. Possesses and applies expertise on multiple complex work assignments which are broad in nature, requiring originality and innovation in determining how to accomplish tasks. Has the ability to apply a comprehensive knowledge across key tasks and high-impact assignments. Plans and leads major technology assignments.

**Minimum Experience:** 6 years

**Minimum Education:** Bachelor’s

**IT Cybersecurity Manager**

**Functional Responsibility:** Will support the execution of product cybersecurity elements across global programs and services. Executions include working with multiple security, IT, and engineering leadership/stakeholders and a variety of security, IT, and engineering technical resources to identify and plan physical and cybersecurity work to meet/exceed corporate initiatives. Creates Work Breakdown Structures (WBS), project plans, project cost estimates, project recommendations, status reports, and executive presentations.

**Minimum Experience:** 10 years

**Minimum Education:** Bachelor’s
**IT Help Desk Level 1**

**Functional Responsibility:** Primarily provides call center support (e.g. ticket creation, ticket routing, and resolving minor issues). Provides phone and in-person support, under direct supervision, to users in areas which include e-mail, Local Area Network (LAN) / Wide Area Network (WAN), directories, standard desktop images and applications, Commercial Off-The-Shelf (COTS) and Government Off-The-Shelf (GOTS) applications. Serves as the initial Point-Of-Contact (POC) for troubleshooting all IT related problems, including hardware/software, passwords, and printer problems. May provide leadership to small teams or team members. Facilitates, manages, and has the ability to train. Possesses and applies expertise on multiple complex work assignments which are broad in nature, requiring originality and innovation in determining how to accomplish tasks. Has the ability to apply a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments.

**Minimum Experience:** 2 years

**Minimum Education:** High School

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**IT Help Desk Level 2**

**Functional Responsibility:** Provides phone and in-person support to users in areas which include e-mail, LAN/WAN, directories, standard desktop images and applications, and COTS/GOTS applications. Serves as the initial POC for troubleshooting all IT related problems, including hardware/software, passwords, and printer problems. May provide leadership to small teams or team members. Facilitates, manages, and has the ability to train. Possesses and applies expertise on multiple complex work assignments which are broad in nature, requiring originality and innovation in determining how to accomplish tasks. Has the ability to apply a comprehensive knowledge across key tasks and high-impact assignments. Plans and leads major technology assignments.

**Minimum Experience:** 4 years

**Minimum Education:** Associate’s

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**IT Network Engineer Level 3**

**Functional Responsibility:** Provides technical guidance for directing and monitoring information systems operations. Provides support in the translation of business requirements into telecommunications (e.g., LAN, Metropolitan Area Network (MAN), WAN, Voice, and Video) requirements, designs, and orders. Provides in-depth engineering analysis of telecommunications alternatives for government agencies in support of their strategic modernization efforts and telecommunications enhancement design for medium and large-scale telecommunication infrastructures. Provides interface support to telecommunications end users, telecommunications operations personnel, and telecommunications strategic program management.

Monitors and responds to hardware, software, and network problems. Provides the routine testing and analysis of all elements of the network facilities (including power, software, communications machinery, lines, modems, and terminals). Utilizes software and hardware tools and identifies and diagnoses complex problems and factors affecting network performance. Troubleshoots network systems when necessary and makes improvements to the network. Anticipates reactions to change, and develops effective solutions and responses. Manages client expectations. Provides leadership and training to teams or team members. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met.
Minimum Experience: 12 years

Minimum Education: Bachelor’s

**IT Program Manager**

**Functional Responsibility:** Organizes, directs, and manages contract operation support functions, involving multiple, complex, and inter-related project tasks. Manages teams of contract support personnel at multiple locations. Maintains and manages the client interface at the senior levels of the client organization. Meets with customer and contractor personnel to formulate and review task plans and deliverable items. Ensures conformance with program task schedules and costs. Establishes and maintains technical and financial reports to show progress of projects to management and customers; organizes and delegates responsibilities to subordinates; and oversees the successful completion of all assigned tasks.

Minimum Experience: 12 years

Minimum Education: Bachelor’s

**IT Project Manager**

**Functional Responsibility:** Serves as the Project Manager (PM) for a large, complex Task Order (TO) (or a group of TOs affecting the same common/standard/migration system); and shall assist the Program Manager in working with the Government Contracting Officer (CO); the TO-level Task Managers (TM); Government management personnel; and customer agency representatives. Under the guidance of the Program Manager, the IT Project Manager is responsible for the overall management of the specific TO(s) and ensuring that the technical solutions and schedules in the TO are implemented in a timely manner. Performs enterprise-wide horizontal integration planning and interfaces to other functional systems, including the development of conceptual systems requirements; systems integration requirements; systems phasing plan; business application consultation; problem tracking/management; and preparation and delivery of presentations.

Minimum Experience: 12 years

Minimum Education: Bachelor’s

**IT Software Developer Level 2**

**Functional Responsibility:** Designs, develops, enhances, debugs, and codes software. Troubleshoots production problems related to software applications. Researches, tests, builds, and coordinates the conversion and/or integration of new products based on client requirements. Designs and develops new software products or major enhancements to existing software. Evaluates effectiveness. Addresses problems of systems integration, compatibility, and multiple platforms. Consults with project teams and end users to identify application requirements. Performs feasibility analysis on potential future projects to management. Assists in the evaluation and recommendation of application software packages, application integration, and testing tools. Resolves problems with software and responds to suggestions for improvements and enhancements. Acts as team leader on projects. Instructs, assigns, directs, and checks the work of others on the development team. Participates in development of software user manuals and technical reports. May provide leadership to small teams or team members. Facilitates, manages, and has the ability to train. Possesses and applies expertise on multiple complex work assignments which are broad in nature, requiring originality and innovation in determining how to accomplish tasks. Has the ability to apply a comprehensive knowledge across key tasks and high-impact assignments. Plans and leads
major technology assignments.

**Minimum Experience:** 6 years

**Minimum Education:** Bachelor’s

**IT Software Developer Level 3**

**Functional Responsibility:** Designs, develops, enhances, debugs, and codes software. Troubleshoots production problems related to software applications. Researches, tests, builds, and coordinates the conversion and/or integration of new products based on client requirements. Designs and develops new software products or major enhancements to existing software. Evaluates effectiveness. Addresses problems of systems integration, compatibility, and multiple platforms. Consults with project teams and end users to identify application requirements. Performs feasibility analysis on potential future projects to management. Assists in the evaluation and recommendation of application software packages, application integration, and testing tools. Resolves problems with software and responds to suggestions for improvements and enhancements. Acts as team leader on projects. Instructs, assigns, directs, and checks the work of others on the development team. Participates in development of software user manuals and technical reports. Anticipates reactions to change, and develops effective solutions and responses. Manages client expectations. Provides leadership and training to teams or team members. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met.

**Minimum Experience:** 12 years

**Minimum Education:** Master’s

**IT Sr. Software Engineer Level 3**

**Functional Responsibility:** Performs ISSO tasks for IT systems in accordance with National Institute of Standards and Technology (NIST) Special Publication (SP) 800-37 requirements. In addition, shall perform IA certification and accreditation analysis, security assessments, and make recommendations to the Information System Security Managers to bring their systems into compliance. Deficiencies are analyzed and documented in POA&Ms or requests prepared for AoR. Anticipates reactions to change, and develops effective solutions and responses. Manages client expectations. Provides leadership and training to teams or team members. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met.

**Minimum Experience:** 10 years

**Minimum Education:** Bachelor’s
IT Subject Matter Expert Level 1

**Functional Responsibility:** Develops, with supervision, requirements from a project's inception to its conclusion for a particular IT subject matter area (i.e., simple to moderately complex systems). Assists other project members with analysis and evaluation and with the preparation of recommendations for system improvements, optimization, development, and/or maintenance efforts in the following specialties: information systems architecture; networking; telecommunications; automation; communications protocols; risk management/electronic analysis; software; life-cycle management; software development methodologies; modeling and simulation; disaster recovery; and requirements management. May provide leadership to small teams or team members. Facilitates, manages, and has the ability to train. Possesses and applies expertise on multiple complex work assignments which are broad in nature, requiring originality and innovation in determining how to accomplish tasks. Has the ability to apply a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments.

**Minimum Experience:** 5 years

**Minimum Education:** Bachelor's

IT Subject Matter Expert Level 2

**Functional Responsibility:** Develops requirements from a project's inception to its conclusion for a particular IT subject matter area (i.e., simple to complex systems). Assists other project members with analysis and evaluation and with the preparation of recommendations for system improvements, optimization, development, and/or maintenance efforts in the following specialties: Information Systems Architecture; Networking; Telecommunications; Automation; Communications Protocols; Risk Management/Electronic Analysis; Software; Life-Cycle Management; Software Development Methodologies; Modeling and Simulation; Disaster Recovery; and Requirements Management. May provide leadership to small teams or team members. Facilitates, manages, and has the ability to train. Possesses and applies expertise on multiple complex work assignments which are broad in nature, requiring originality and innovation in determining how to accomplish tasks. Has the ability to apply a comprehensive knowledge across key tasks and high-impact assignments. Plans and leads major technology assignments.

**Minimum Experience:** 10 years

**Minimum Education:** Bachelor’s

IT Subject Matter Expert Level 3

**Functional Responsibility:** Develops, with little to no supervision, requirements from a project's inception to its conclusion for a particular IT subject matter area (i.e., simple to very complex systems). Assists other project members with analysis and evaluation and with the preparation of recommendations for system improvements, optimization, development, and/or maintenance efforts in the following specialties: information systems architecture; networking; telecommunications; automation; communications protocols; risk management/electronic analysis; software; life-cycle management; software development methodologies; modeling and simulation; disaster recovery; and requirements management. May provide leadership to small teams or team members. Facilitates, manages, and has the ability to train. Possesses and applies expertise on multiple complex work assignments which are broad in nature, requiring originality and innovation in determining how to accomplish tasks. Has the ability to apply a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments.
Minimum Experience: 12 years

Minimum Education: Bachelor’s

**IT Systems Administrator**

**Functional Responsibility:** Provides support for implementation, troubleshooting, and maintenance of IT systems. Manages IT system infrastructure and any processes related to these systems. Provides support to IT systems including: day-to-day operations, monitoring, and problem resolution for all of the client problems. Provides second-level problem identification, diagnosis, and resolution of problems. Provides support for the dispatch system and hardware problems and remains involved in the resolution process. Provides support for the escalation and communication of status to agency management and internal customers. Must possess experience in one or more systems, architectures, and associated hardware: mainframe, mini, or client/server-based.

Minimum Experience: 3 years

Minimum Education: Associate’s

**IT Systems Administrator Level 2**

**Functional Responsibility:** Provides support for implementation, troubleshooting, and maintenance of IT systems. Manages IT system infrastructure and any processes related to these systems. Provides support to IT systems including: day-to-day operations, monitoring, and problem resolution for all of the client problems. Provides second-level problem identification, diagnosis, and resolution of problems. Provides support for the dispatch system and hardware problems and remains involved in the resolution process. Provides support for the escalation and communication of status to agency management and internal customers. Must possess experience in one or more systems, architectures, and associated hardware: mainframe, mini, or client/server-based. May provide leadership to small teams or team members. Facilitates, manages, and has the ability to train. Possesses and applies expertise on multiple complex work assignments which are broad in nature, requiring originality and innovation in determining how to accomplish tasks. Has the ability to apply a comprehensive knowledge across key tasks and high-impact assignments. Plans and leads major technology assignments.

Minimum Experience: 5 years

Minimum Education: Bachelor’s

**IT Systems Administrator Level 3**

**Functional Responsibility:** Provides support for implementation, troubleshooting, and maintenance of IT systems. Manages IT system infrastructure and any processes related to these systems. Provides support to IT systems including: day-to-day operations, monitoring, and problem resolution for all of the client problems. Provides second-level problem identification, diagnosis, and resolution of problems. Provides support for the dispatch system and hardware problems and remains involved in the resolution process. Provides support for the escalation and communication of status to agency management and internal customers. Must possess experience in one or more systems, architectures, and associated hardware: mainframe, mini, or client/server-based. Anticipates reactions to change, and develops effective solutions and responses. Manages client expectations. Provides leadership and training to teams or team members. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met.
Minimum Experience: 10 years

Minimum Education: Bachelor’s

**IT Systems Engineer Level 1**

**Functional Responsibility:** Under supervision, analyzes functional business requirements and design specifications for functional activities. Under supervision, should provide identification/fixing for the problems within existing systems design/implementation of new systems, enhances the existing systems and participates in analysis, design, and new construction of next generation IT systems. Responsible for understanding the needs of the customers and the realities of commercially available IT products, and creating requirements that will allow implementation by the architecture and engineering team and COTS products. Must possess experience of system engineering in one or more areas including telecommunications concepts, computer languages, operating systems, database / Database Management System (DBMS), and middleware. May provide leadership to small teams or team members. Facilitates, manages, and has the ability to train. Possesses and applies expertise on multiple complex work assignments which are broad in nature, requiring originality and innovation in determining how to accomplish tasks. Has the ability to apply a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments.

Minimum Experience: 2 years

Minimum Education: Associate’s

**IT Systems Engineer Level 2**

**Functional Responsibility:** Analyzes functional business requirements and design specifications for functional activities. Should provide identification/fixing for the problems within existing systems design/implementation of new systems; enhances the existing systems; participates in analysis; and designs the new construction of next generation IT systems. Responsible for understanding the needs of the customers and the realities of commercially available IT products, and creating requirements that will allow implementation by the architecture and engineering team and COTS products. Must possess experience of system engineering in one or more areas including Telecommunications Concepts, Computer Languages, Operating Systems, Database/DBMS, and Middleware. May provide leadership to small teams or team members. Facilitates, manages, and has the ability to train. Possesses and applies expertise on multiple complex work assignments which are broad in nature, requiring originality and innovation in determining how to accomplish tasks. Has the ability to apply a comprehensive knowledge across key tasks and high-impact assignments. Plans and leads major technology assignments.

Minimum Experience: 6 years

Minimum Education: Bachelor’s

**IT Systems Engineer Level 3**

**Functional Responsibility:** Analyzes functional business requirements and design specifications for functional activities. Should provide identification/fixing for the problems within existing systems design/implementation of new systems; enhances the existing systems; participates in analysis; and designs the new construction of next generation IT systems. Responsible for understanding the needs of the customers and the realities of commercially available IT products, and creating requirements that will allow implementation by the architecture and engineering team and COTS products. Must possess experience of system engineering in one or more areas including Telecommunications Concepts,
Computer Languages, Operating Systems, Database/DBMS, and Middleware. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met.

**Minimum Experience:** 8 years

**Minimum Education:** Bachelor’s

**IT Systems Engineer Level 4**

**Functional Responsibility:** Analyzes functional business requirements and design specifications for functional activities. Should provide identification/fixing for the problems within existing systems design/implementation of new system; enhances the existing systems; participates in analysis; and designs the new construction of next generation IT systems. Responsible for understanding the needs of the customers and the realities of commercially available IT products, and creating requirements that will allow implementation by the architecture and engineering team and COTS products. Must possess experience of system engineering in one or more areas including Telecommunications Concepts, Computer Languages, Operating Systems, Database/DBMS, and Middleware. Serves as a coach or mentor to team member and can be recognized as an authority. Manages client relationships and expectations. Helps shape senior management agendas to align with project/customer goals. Decision making and domain knowledge may have a critical impact on overall project implementation.

**Minimum Experience:** 15 years

**Minimum Education:** Master’s

**IT Task Order Program Manager Level 1**

**Functional Responsibility:** Organizes, directs, and manages contract operation support functions, involving multiple, complex, and inter-related project tasks. Manages teams of contract support personnel at multiple locations. Maintains and manages the client interface at the senior levels of the client organization. Meets with customer and contractor personnel to formulate and review task plans and deliverable items. Ensures conformance with program task schedules and costs. Establishes and maintains technical and financial reports to show progress of projects to management and customers, organizes and delegates responsibilities to subordinates and oversees the successful completion of all assigned tasks.

**Minimum Experience:** 10 years

**Minimum Education:** Bachelor’s
**Experience & Degree Substitution Equivalencies**

Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

<table>
<thead>
<tr>
<th>Equivalent Degree</th>
<th>Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate’s</td>
<td>2 years relevant experience</td>
</tr>
<tr>
<td>Bachelor’s</td>
<td>Associate’s degree + 2 years relevant experience or 4 years relevant experience</td>
</tr>
<tr>
<td>Master’s</td>
<td>Bachelor’s plus 2 years relevant experience or Associate’s degree + 4 years relevant experience or 6 years relevant experience</td>
</tr>
<tr>
<td>PhD</td>
<td>Master’s + 2 years relevant experience, or Bachelor’s + 4 years relevant experience or Associate’s + 6 years relevant experience or 8 years relevant experience</td>
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