

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

FSC GROUP 70
Special Item No. 132-51 Information Technology Professional Services

Contractor:

Longview International Technology Solutions, Inc.
11767 Rockville Pike
North Bethesda, MD 20852
301.816.1688
www.longview-inc.com

Contract Number: **GS-35F-0234R**

Period Covered by Contract:

December 27, 2004 – December 26, 2014

General Services Administration
Federal Supply Service

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 Supply Service's Home Page via the Internet at <http://www.fss.gsa.gov/>

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ABOUT LONGVIEW INTERNATIONAL TECHNOLOGY SOLUTIONS, INC.

LongView International Technology Solutions, Inc (LongView) – LongView is a Service-Disabled Veteran-Owned Small Business (SDVOSB) whose core focus is information technology, business process consulting, healthcare solutions, full life-cycle system development, system integration, service oriented architecture, enterprise resource planning, network operations, and information assurance/cyber security. LongView is headquartered in North Bethesda, MD and has offices in Falls Church, VA and Alexandria, VA. Longview is an eligible-cleared facility and its employees possess a broad range of technical, business, and project management skills. It has significant successful experience working in DoD and helping to manage complex information technology and business policy and processes. LongView enjoys a solid reputation for developing appropriate technical solutions, which meet customers' business needs by using a discipline and integrated approach to people, processes, and technology.

In December 2006, LongView acquired Synectica, Inc. which was founded in 1996 as Global Executive Consulting Services, Inc. (GECSI), an S corporation with a single stockholder. In October 2002, GECSI was reorganized as a C corporation and renamed Synectica, Inc., a minority women-owned small business headquartered in Rockville, Maryland. Synectica, Inc. provided automated systems design, development, and operations support. It built a solid reputation for designing, developing, and maintaining systems that were responsive to user needs; innovating ways to solve complex problems. As a Federal subcontractor, Synectica, Inc. demonstrated capabilities to migrate database management systems and data in the Department of Defense environment, performing a transition for an enterprise system from an Informix database platform to the Oracle database platform and worldwide deployment of information systems. Synectica, Inc. was known for its ability to innovate and for its delivery of successful web-enabled applications.

Special Item Number (SIN) 132-51 Information Technology (IT) Professional Services

Longview provides the following services under SIN 132-51:

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

INFORMATION FOR ORDERING ACTIVITIES

SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. 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 businesses and service-disabled veteran-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:

Consistent with the provisions of the Federal Supply Schedule, Longview offers these Information Technology Professional Services to authorized buyers in the 48 contiguous states and the District of Columbia. In addition, LongView offers these services in OCONUS locations on a site-specific basis.

2. Contractor's Ordering Address and Payment Information:

Consistent with Sections G.6 and G.7 of our proposal, Longview provides the following information:

- a) EDI Orders: blong@longview-inc.com
- b) Facsimile Orders: Ben Long, 866.268.0851
- c) Mail Orders:

Ben Long
LongView International Technology Solutions, Inc
11767 Rockville Pike

N. Bethesda, MD 20852
301.816.1688
blong@longview-inc.com

- d) Dealer Offers: Not Applicable

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:

301.816.1688

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) Number: 626950393

Block 30: Type of Contractor B. Other Small Business

Block 36: Contractor's Taxpayer Identification Number (TIN): 20-3409438

Block 40: Veteran-Owned Small Business - Yes

Block 47: Optional Reported Data Elements: Service-Disabled Veteran-Owned Small Business (SDVOSB)

4a. CAGE Code: 4EZ90

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: N/A

SPECIAL ITEM NUMBER

DELIVERY TIME (Days ARO)

132-51

As agreed to Contractor and Agency

_____ Days

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: Not applicable
- b. Quantity: Not applicable
- c. Dollar Volume: Not applicable

- d. Government Educational Institutions: Offered the same discounts as all other Government customers.
- e. Other: None Offered

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: Not applicable

10. Small Requirements: The minimum dollar value of orders to be issued is \$100.

11. Maximum Order (All dollar amounts are exclusive of any discount for prompt payment.)

The Maximum Order value for the following Special Item Number (SIN) is \$500,000:

Special Item Number 132-51 - Information Technology (IT) Professional Services

12. USE OF FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY SCHEDULE CONTRACTS.

In accordance with FAR 8.404:

[NOTE: Special ordering procedures have been established for Special Item Number (SIN) 132-51 IT Professional Services; refer to the terms and conditions for that SIN.]

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering activities need not seek further competition, synopsise the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices of items under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined below, the ordering activity has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the ordering activity's needs.

a. Orders placed at or below the micro-purchase threshold. ordering activities can place orders at or below the micro-purchase threshold with any Federal Supply Schedule Contractor.

b. Orders exceeding the micro-purchase threshold but not exceeding the maximum order threshold. Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering activities should consider reasonably available information about the supply or service offered under MAS contracts by using the GSA Advantage on-line shopping service, or by reviewing the catalogs/pricelists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the ordering activity's needs. In selecting the supply or service representing the best value, the ordering activity may consider--

- (1) Special features of the supply or service that are required in effective program performance and that are not provided by a comparable supply or service;
- (2) Trade-in considerations;
- (3) Probable life of the item selected as compared with that of a comparable item;
- (4) Warranty considerations;

- (5) Maintenance availability;
- (6) Past performance; and
- (7) Environmental and energy efficiency considerations.

c. Orders exceeding the maximum order threshold. Each schedule contract has an established maximum order threshold. This threshold represents the point where it is advantageous for the ordering activity to seek a price reduction. In addition to following the procedures in paragraph b, above, and before placing an order that exceeds the maximum order threshold, ordering activities shall--

- (1) Review additional Schedule Contractors catalogs/pricelists or use the GSA Advantage on-line shopping service;
- (2) Based upon the initial evaluation, generally seek price reductions from the Schedule Contractor(s) appearing to provide the best value (considering price and other factors); and
- (3) After price reductions have been sought, place the order with the Schedule Contractor that provides the best value and results in the lowest overall cost alternative. If further price reductions are not offered, an order may still be placed, if the ordering activity determines that it is appropriate.

NOTE: For orders exceeding the maximum order threshold, the Contractor may:

- (1) Offer a new lower price for this requirement (the Price Reductions clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations);
- (2) Offer the lowest price available under the contract; or
- (3) Decline the order (orders must be returned in accordance with FAR 52.216-19).

d. Blanket purchase agreements (BPAs). The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. ordering activities may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.

e. Price reductions. In addition to the circumstances outlined in paragraph c, above, there may be instances when ordering activities will find it advantageous to request a price reduction. For example, when the ordering activity finds a schedule supply or service elsewhere at a lower price or when a BPA is being established to fill recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer the ordering activity the opportunity to secure greater discounts. Schedule Contractors are not required to pass on to all schedule users a price reduction extended only to an individual ordering activity for a specific order.

f. Small business. For orders exceeding the micro-purchase threshold, ordering activities should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.

g. Documentation. Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an ordering activity requirement, in excess of the micro-purchase threshold, is defined so as to require a particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering activity shall include an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the ordering activity's needs.

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 Supply 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 or 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.
- (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 to 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 (l) 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:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) 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.

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)

Federal Acquisition Regulation (FAR) 13.303-1(a) defines Blanket Purchase Agreements (BPAs) as a simplified method of filling anticipated repetitive needs for supplies or services by establishing charge accounts with qualified sources of supply. The use of Blanket Purchase Agreements under the Federal Supply Schedule Program is authorized in accordance with FAR 13.303-2(c)(3), which reads, in part, as follows:

BPAs may be established with Federal Supply Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract.

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up accounts with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times. Agencies may qualify for the best quantity/volume discounts available under the contract, based on the potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be able to secure a discount higher than that available in the contract based on the aggregate volume of business possible under a BPA. Finally, Contractors may be open to a progressive type of discounting where the discount would increase once the sales accumulated under the BPA reach certain prescribed levels. Use of a

BPA may be particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this Schedule Pricelist, for customers to consider when using this purchasing tool.

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, Contractor s Reports of Sales and 552.238-76, Industrial Funding Fee, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

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:

Longview International Technology Solutions, Inc.
11767 Rockville Pike
N.Bethesda, MD 20852

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.

INFORMATION TECHNOLOGY PROFESSIONAL SERVICES PRICE LIST

**2010 - 2014 INFORMATION TECHNOLOGY
PROFESSIONAL SERVICES PRICE LIST**

Line Number	IT Professional Services Labor Categories	Year 2010 (12/27/2009 - 12/26/2010)		Year 2011 (12/27/2010 - 12/26/2011)		Year 2012 (12/27/2011 - 12/26/2012)	
		Govt Site Rate	LongView Site Rate	Govt Site Rate	LongView Site Rate	Govt Site Rate	LongView Site Rate
		1	Senior Database Engineer	112.85	131.49	115.11	134.12
2	Senior Application Programmer	88.82	103.50	90.60	105.57	92.41	107.68
3	System Architect	115.34	134.39	117.64	137.07	120.00	139.81
4	Senior Intranet/Extranet/Internet Site Developer/Engineer	113.22	131.92	115.48	134.56	117.79	137.25
5	Principal Systems Programmer	109.05	127.06	111.23	129.60	113.46	132.20
6	Subject Matter Expert (Technical) I	147.74	172.15	150.69	175.59	153.71	179.10
7	Network Administrator	96.09	111.96	98.01	114.20	99.97	116.48
8	Senior Administrative Assistant	48.53	56.54	49.50	57.67	50.49	58.83
9	Project Manager	102.92	119.93	104.98	122.33	107.08	124.77
10	Task Manager	92.74	108.06	94.60	110.22	96.49	112.42
11	Advanced Technology Program Manager	125.20	145.89	127.70	148.81	130.26	151.78
12	Advanced Technology Project Manager	102.92	119.93	104.98	122.33	107.08	124.77
13	Advanced Technology Task Manager	92.74	108.06	94.60	110.22	96.49	112.42
14	Senior Project Control Planner	87.09	101.48	88.84	103.51	90.61	105.58
15	Project Control Specialist	70.12	81.71	71.52	83.34	72.95	85.01
16	Senior Cost Analyst	72.38	84.34	73.83	86.03	75.31	87.75
17	Cost Analyst	62.77	73.14	64.03	74.60	65.31	76.09
18	Junior Cost Analyst	50.11	58.39	51.11	59.56	52.14	60.75
19	Senior Management Analyst	80.29	93.56	81.90	95.43	83.54	97.34
20	Management Analyst	73.29	85.40	74.76	87.11	76.26	88.85
21	Senior Quality Assurance Manager	104.73	122.02	106.82	124.46	108.96	126.95
22	Quality Assurance Specialist	87.09	101.48	88.84	103.51	90.61	105.58
23	Junior Quality Assurance Technician	68.77	80.13	70.15	81.73	71.55	83.36
24	Network/System Security Manager	125.32	146.03	127.83	148.95	130.39	151.93
25	Senior Network/System Security Engineer	102.70	119.66	104.75	122.05	106.85	124.50
26	Network/System Security Engineer	91.61	106.74	93.44	108.88	95.31	111.06
27	Junior Network/System Security Engineer	70.12	81.71	71.52	83.34	72.95	85.01
28	Senior Information Assurance Engineer	120.12	139.96	122.52	142.76	124.97	145.61
29	Information Assurance Engineer	102.92	119.93	104.98	122.33	107.08	124.77
30	Junior Information Assurance Engineer	78.43	91.40	80.00	93.22	81.60	95.09
31	Senior Configuration Management Specialist	82.57	96.21	84.22	98.13	85.90	100.10
32	Configuration Management Specialist	73.29	85.40	74.76	87.11	76.26	88.85
33	Configuration Management Support Analyst	65.21	72.48	66.52	73.93	67.85	75.41
34	Test Manager	118.95	138.60	121.33	141.37	123.75	144.20
35	Test Specialist	88.11	102.65	89.87	104.71	91.67	106.80
36	Test Technician	67.69	78.87	69.04	80.45	70.42	82.05
37	Technical Writer	59.95	69.85	61.15	71.25	62.38	72.67
38	Technical Editor	47.74	55.62	48.69	56.73	49.67	57.86
39	Graphics Illustrator	50.32	58.64	51.33	59.81	52.36	61.01
40	Research Analyst	77.90	90.76	79.46	92.58	81.05	94.43

41	Administrative Assistant	37.77	44.01	38.53	44.90	39.30	45.79
42	Administrative Clerk	24.89	29.00	25.39	29.58	25.89	30.17
43	Senior BPR Specie/1st	103.83	120.99	105.91	123.41	108.03	125.88
44	BPR Specialist	82.11	95.68	83.75	97.59	85.43	99.54
45	Junior BPR Specialist	69.90	81.44	71.29	83.07	72.72	84.73
46	Senior Software Engineer	102.92	119.93	104.98	122.33	107.08	124.77
47	Software Engineer	92.19	107.41	94.03	109.56	95.91	111.75
48	Junior Software Engineer	77.59	90.39	79.14	92.20	80.72	94.04
49	Senior System/Software Integration Engineer	102.92	119.93	104.98	122.33	107.08	124.77
50	System/Software Integration Engineer	92.19	107.41	94.03	109.56	95.91	111.75
51	Junior System/Software Integration Engineer	79.96	93.17	81.56	95.03	83.19	96.93
52	Senior Computer Specialist	104.28	121.51	106.37	123.94	108.49	126.42
53	Computer Specialist	88.11	102.65	89.87	104.71	91.67	106.80
54	Junior Computer Specialist	78.98	92.02	80.56	93.86	82.17	95.74
55	Senior System Architect	120.91	140.88	123.33	143.70	125.79	146.57
56	Senior Systems Analyst	103.37	120.44	105.43	122.85	107.54	125.31
57	Systems Analyst	93.87	109.37	95.75	111.56	97.66	113.79
58	Junior Systems Analyst	78.43	91.40	80.00	93.22	81.60	95.09
59	Network Engineer	84.03	97.92	85.71	99.87	87.42	101.87
60	Senior Telecom Engineer	104.28	121.51	106.37	123.94	108.49	126.42
61	Telecom Engineer	93.64	109.11	95.51	111.29	97.42	113.51
62	Junior Telecom Engineer	76.28	88.89	77.81	90.67	79.36	92.48
63	Intranet/Extranet/Internet Site Developer/Engineer	80.29	93.56	81.90	95.43	83.54	97.34
64	Junior Intranet/Extranet/Internet Site Developer/Engineer	69.56	81.05	70.95	82.67	72.37	84.33
65	Training Manager	95.56	111.35	97.48	113.57	99.43	115.85
66	Senior Training Specialist	69.56	81.05	70.95	82.67	72.37	84.33
67	Training Specialist	59.95	69.85	61.15	71.25	62.38	72.67
68	Trainer	48.63	56.67	49.60	57.80	50.59	58.95
69	Facilitator	62.77	73.14	64.03	74.60	65.31	76.09
70	Senior Installation Technician	59.38	69.19	60.57	70.58	61.78	71.99
71	Installation Technician	50.89	59.30	51.91	60.48	52.95	61.69
72	Help Desk Manager	82.57	96.21	84.22	98.13	85.90	100.10
73	Helpdesk Specialist	50.89	59.30	51.91	60.48	52.95	61.69
74	Helpdesk Technician	38.34	44.67	39.11	45.57	39.89	46.48
75	Desk Top Support	37.09	43.22	37.84	44.09	38.59	44.97
76	Database Manager	120.45	140.35	122.86	143.16	125.32	146.02
77	Database Engineer	86.64	100.95	88.37	102.97	90.14	105.03
78	Junior Database Engineer	70.35	81.98	71.76	83.62	73.19	85.29
79	Subject Matter Expert (Functional) 5	284.73	331.77	290.43	338.40	296.23	345.17
80	Subject Matter Expert (Functional) 4	258.94	301.72	264.12	307.75	269.40	313.91
81	Subject Matter Expert (Functional) 3	207.38	241.63	211.53	246.46	215.76	251.39
82	Subject Matter Expert (Functional) 2	155.80	181.53	158.91	185.16	162.09	188.87

83	Subject Matter Expert (Functional) 1	134.31	156.50	136.99	159.63	139.73	162.82
84	Subject Matter Expert (Technical) 5	284.73	331.77	290.43	338.40	296.23	345.17
85	Subject Matter Expert (Technical) 4	258.94	301.72	264.12	307.75	269.40	313.91
86	Subject Matter Expert (Technical) 3	207.38	241.63	211.53	246.46	215.76	251.39
87	Subject Matter Expert (Technical) 2	155.80	181.53	158.91	185.16	162.09	188.87

Line Number	IT Professional Services Labor Categories	Year 2013 (12/27/2012 - 12/26/2013)		Year 2014 (12/27/2013 - 12/26/2014)	
		Govt Site Rate	LongView Site Rate	Govt Site Rate	LongView Site Rate
		1	Senior Database Engineer	119.76	139.54
2	Senior Application Programmer	94.26	109.84	96.14	112.03
3	System Architect	122.40	142.61	124.84	145.46
4	Senior Intranet/Extranet/Internet Site Developer/Engineer	120.15	140.00	122.55	142.80
5	Principal Systems Programmer	115.73	134.84	118.04	137.54
6	Subject Matter Expert (Technical) I	156.78	182.68	159.92	186.34
7	Network Administrator	101.97	118.81	104.01	121.19
8	Senior Administrative Assistant	51.50	60.00	52.53	61.20
9	Project Manager	109.22	127.27	111.40	129.81
10	Task Manager	98.42	114.67	100.39	116.97
11	Advanced Technology Program Manager	132.86	154.82	135.52	157.91
12	Advanced Technology Project Manager	109.22	127.27	111.40	129.81
13	Advanced Technology Task Manager	98.42	114.67	100.39	116.97
14	Senior Project Control Planner	92.42	107.69	94.27	109.85
15	Project Control Specialist	74.41	86.71	75.90	88.45
16	Senior Cost Analyst	76.81	89.50	78.35	91.29
17	Cost Analyst	66.62	77.62	67.95	79.17
18	Junior Cost Analyst	53.18	61.97	54.24	63.21
19	Senior Management Analyst	85.21	99.28	86.91	101.27
20	Management Analyst	77.78	90.63	79.34	92.44
21	Senior Quality Assurance Manager	111.14	129.49	113.36	132.08
22	Quality Assurance Specialist	92.42	107.69	94.27	109.85
23	Junior Quality Assurance Technician	72.98	85.03	74.44	86.73
24	Network/System Security Manager	132.99	154.97	135.65	158.07
25	Senior Network/System Security Engineer	108.98	126.99	111.16	129.53
26	Network/System Security Engineer	97.21	113.28	99.16	115.54
27	Junior Network/System Security Engineer	74.41	86.71	75.90	88.45
28	Senior Information Assurance Engineer	127.47	148.52	130.02	151.50
29	Information Assurance Engineer	109.22	127.27	111.40	129.81
30	Junior Information Assurance Engineer	83.23	96.99	84.90	98.93
31	Senior Configuration Management Specialist	87.62	102.10	89.37	104.14
32	Configuration Management Specialist	77.78	90.63	79.34	92.44
33	Configuration Management Support Analyst	69.21	76.92	70.59	78.46
34	Test Manager	126.23	147.08	128.75	150.02
35	Test Specialist	93.50	108.94	95.37	111.11
36	Test Technician	71.83	83.70	73.27	85.37
37	Technical Writer	63.62	74.13	64.90	75.61

38	Technical Editor	50.66	59.02	51.67	60.20
39	Graphics Illustrator	53.40	62.23	54.47	63.47
40	Research Analyst	82.67	96.32	84.32	98.24
41	Administrative Assistant	40.09	46.71	40.89	47.64
42	Administrative Clerk	26.41	30.78	26.94	31.39
43	Senior BPR Specie/1st	110.19	128.39	112.39	130.96
44	BPR Specialist	87.14	101.53	88.88	103.56
45	Junior BPR Specialist	74.17	86.43	75.66	88.16
46	Senior Software Engineer	109.22	127.27	111.40	129.81
47	Software Engineer	97.83	113.99	99.79	116.27
48	Junior Software Engineer	82.33	95.93	83.98	97.84
49	Senior System/Software Integration Engineer	109.22	127.27	111.40	129.81
50	System/Software Integration Engineer	97.83	113.99	99.79	116.27
51	Junior System/Software Integration Engineer	84.85	98.87	86.55	100.85
52	Senior Computer Specialist	110.66	128.95	112.88	131.53
53	Computer Specialist	93.50	108.94	95.37	111.11
54	Junior Computer Specialist	83.81	97.65	85.49	99.61
55	Senior System Architect	128.31	149.51	130.88	152.50
56	Senior Systems Analyst	109.69	127.81	111.89	130.37
57	Systems Analyst	99.62	116.07	101.61	118.39
58	Junior Systems Analyst	83.23	96.99	84.90	98.93
59	Network Engineer	89.17	103.91	90.95	105.99
60	Senior Telecom Engineer	110.66	128.95	112.88	131.53
61	Telecom Engineer	99.37	115.78	101.35	118.10
62	Junior Telecom Engineer	80.95	94.33	82.57	96.22
63	Intranet/Extranet/Internet Site Developer/Engineer	85.21	99.28	86.91	101.27
64	Junior Intranet/Extranet/Internet Site Developer/Engineer	73.82	86.01	75.30	87.73
65	Training Manager	101.41	118.16	103.44	120.53
66	Senior Training Specialist	73.82	86.01	75.30	87.73
67	Training Specialist	63.62	74.13	64.90	75.61
68	Trainer	51.61	60.13	52.64	61.34
69	Facilitator	66.62	77.62	67.95	79.17
70	Senior Installation Technician	63.02	73.43	64.28	74.90
71	Installation Technician	54.01	62.93	55.09	64.18
72	Help Desk Manager	87.62	102.10	89.37	104.14
73	Helpdesk Specialist	54.01	62.93	55.09	64.18
74	Helpdesk Technician	40.69	47.41	41.50	48.35
75	Desk Top Support	39.36	45.87	40.15	46.79
76	Database Manager	127.83	148.94	130.38	151.92
77	Database Engineer	91.94	107.13	93.78	109.27
78	Junior Database Engineer	74.66	87.00	76.15	88.74
79	Subject Matter Expert (Functional) 5	302.16	352.07	308.20	359.11
80	Subject Matter Expert (Functional) 4	274.79	320.18	280.28	326.59

81	Subject Matter Expert (Functional) 3	220.07	256.42	224.47	261.55
82	Subject Matter Expert (Functional) 2	165.33	192.64	168.64	196.50
83	Subject Matter Expert (Functional) 1	142.53	166.08	145.38	169.40
84	Subject Matter Expert (Technical) 5	302.16	352.07	308.20	359.11
85	Subject Matter Expert (Technical) 4	274.79	320.18	280.28	326.59
86	Subject Matter Expert (Technical) 3	220.07	256.42	224.47	261.55
87	Subject Matter Expert (Technical) 2	165.33	192.64	168.64	196.50

INFORMATION TECHNOLOGY PROFESSIONAL SERVICES LABOR CATEGORIES

1. Senior Database Engineer

Minimum/General Experience: Six years experience in the functions described below.

Functional Responsibility: Independently analyzes, compiles requirements, and develops database solutions for full-featured database systems and related tools. Plans, designs, develops, and modifies complex databases structures and database administration tools using current products and programming languages.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering, or related scientific field. Four (4) years of documented relevant experience or an Associates Degree together with two (2) years of documented relevant experience, may be substituted for the Bachelors Degree.

2. Senior Application Programmer

Minimum/General Experience: Six years experience in ADP systems analysis, design, and or maintenance. Experience includes a broad range of assignments in technical tasks directly related to contracts in the studies and analysis area of responsibility.

Functional Responsibility: Applies basic knowledge of programming techniques. Develops program specifications for writing and testing programs. Develops, modifies and maintains assigned software according to specifications. Develops test data, performs thorough testing and corrects faulty code to ensure compliance with specifications. Documents programs according to Government standards and procedures.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering, or related field. An additional four years of relevant experience may be substituted for the Bachelors Degree.

3. System Architect

Minimum/General Experience: Four years experience performing the functions described below.

Functional Responsibility: Develops and executes architecture strategies, feasibility studies, and integration analyses with minimal oversight. Develops network, and technical architectures for moderate to simple client/server and mainframe applications. Gathers and defines architecture requirements and ensure that the architectures are compatible and in compliance with the appropriate IT organization and project standards.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substitute for the degree requirement.

4. Senior Intranet/Extranet/Internet Site Developer/Engineer

Minimum/General Experience: Six years experience in the functions described below, including experience in supervising a team of engineers and other specialists.

Functional Responsibility: Leads or directs a team of engineers and other specialists to develop the site concept, interface design, and architecture of the website. Develops successful web strategies. Designs, develops, troubleshoots, debugs, and implements software code (such as HTML, CGI, and JavaScript) in the design and programming of complex Internet/Intranet web applications. Translates applications requirements into the design of complex web sites, including integrating web pages and applications to serve either as stand alone sites or as the front end to web-based applications. Applies new and emerging technologies to the site development process. Performs advanced analysis and is responsible

for information architecture and navigational integrity, making decisions on whether applications should be revised or improved.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering or related field. An additional four years of relevant experience may be substituted for the Bachelors Degree.

5. Principal Systems Programmer

Minimum/General Experience: Ten years experience in ADP systems analysis, design, and or maintenance. Experience includes a broad range of assignments in technical tasks directly related to contracts in the studies and analysis area of responsibility.

Functional Responsibility: Applies basic knowledge of programming techniques. Develops program specifications for writing and testing programs. Develops, modifies and maintains assigned software according to specifications. Develops test data, performs thorough testing and corrects faulty code to ensure compliance with specifications. Documents programs according to Government standards and procedures.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering, or related scientific field. Four (4) years of documented relevant experience or an Associates Degree together with two (2) years of documented relevant experience, may be substituted for the Bachelors Degree.

6. Subject Matter Expert (Technical) I

Minimum/General Experience: Five years applied experience in specific area of technical expertise.

Functional Responsibility: Defines problems and analyzes and develops plans and requirements in the subject matter area for moderately complex systems. Coordinates and manages the preparation of analysis, evaluations, and recommendations for proper implementation of programs and systems specifications in the following specialties: Information Systems Architecture, Networking, Telecommunications, Automation, Communications Protocols, Risk Management/Electronic Analysis, Software, Life-Cycle Management, Software Development Methodologies, and Modeling and Simulation.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, business, or other discipline related to area of expertise. An additional four years of relevant experience may be substituted for the Bachelors Degree.

7. Network Administrator

Minimum/General Experience: Six years experience in the functions described below.

Functional Responsibility: Supervises operations and maintenance activities for voice and data communications networks. Conducts protocol analysis and knowledge of LAN and WAN data communications protocols (TCP/IP, ATM, frame relay, X.400, and X.500). Plans and performs fault management, configuration control, and performance monitoring. Conducts activation, back-up, deactivation, and restart of network resources/services. Evaluates communication hardware and software, troubleshoot LAN/MAN/WAN and other network-related problems. Performs and supervises general voice and data network administration, provides technical leadership in the integration and testing of complex large-scale networks. Schedules network conversions and cutovers. Supervises maintenance of network systems. Coordinates with users, technical team, senior management throughout all network sites.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering or related field. An additional four years of relevant experience may be substituted for the Bachelors Degree.

8. Senior Administrative Assistant

Minimum/General Experience: Four years experience in the support of office operations including the use of appropriate desktop technology.

Functional Responsibility: Performs general administrative duties to include correspondence control, word processing, conference, meeting and travel arrangements, and report preparation. Assists in the preparation of management plans and various management reports. Coordinates schedules to facilitate the completion of tasks, briefings and presentations. Assists in IPR preparation. Performs analysis, development, and review of program administrative operating plans and procedures. Uses word processing, spreadsheet, and graphics office automation software to compose complex correspondence and other documentation. Works independently with diverse organizations and personalities.

Minimum Education: Associates Degree. An additional two years of experience may be substituted for the degree requirement.

9. Project Manager

Minimum/General Experience: Six years experience including complete project development from inception to deployment with a demonstrated ability to provide guidance and direction in tasks of similar scope and complexity.

Functional Responsibility: Serves as the central point of contact for delivery orders and interfaces with the Contracting Officers Technical Representatives. Establishes and enforces procedures to assure that all tasks are performed in accordance with applicable standards, quality requirements, estimated costs, and schedules. Coordinates development, quality assurance, configuration management, documentation support, software maintenance, and daily supervision of subordinates. Prepares reports and delivers briefings on the status of task assignments to contract management personnel and technical points of contact. Reviews work of subordinates, resolves discrepancies, prioritizes work, and accommodates changes.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. An additional four years of relevant experience may be substituted for the Bachelors Degree.

10. Task Manager

Minimum/General Experience: Four years experience including complete project development from inception to deployment with a demonstrated ability to provide guidance and direction in tasks of similar scope and complexity.

Functional Responsibility: Serves as the central point of contact for a particular delivery/task order and interfaces with the Government s Technical Representative. Establishes and enforces procedures to assure that the task is performed in accordance with applicable standards, quality requirements, estimated costs, and schedules. Coordinates development, quality assurance, configuration management, documentation support, software maintenance, and daily supervision of subordinates. Prepares reports and delivers briefings on the status of task assignments to contract management personnel and technical points of contact. Reviews work of subordinates, resolves discrepancies, prioritizes work, and accommodates changes.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. Four (4) years of documented relevant experience or an Associates Degree together with two (2) years of documented relevant experience, may be substituted for the Bachelors Degree.

11. Advance Technology Program Manager

Minimum/General Experience: Two years experience in managing large complex projects including at least 25 persons in subordinate groups in diverse locations with demonstrated experience and ability to direct multiple advanced technology design, development, integration, testing, training, deployment, operation and/or maintenance efforts. Plus an

additional eight years of progressively responsible experience in a Government contracting environment.

Functional Responsibility: Serves as the contract manager and administrator over the entire contract effort. Independently leads programs that involve the successful management of teams composed of highly specialized technical professionals who have been involved in analysis, prototyping, design, integration, testing, documenting, converting, extending, and implementing high technology systems. Manages and controls financial and administrative aspects of the project with respect to contract requirements, enforces work standards, and assigns schedules.

Minimum Education: Graduate Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. An additional two years of relevant experience may be substituted for the Graduate Degree. An additional four years of relevant experience (a total of six years of experience) may be substituted for the Bachelors Degree.

12. Advanced Technology Project Manager

Minimum/General Experience: Six years experience including complete project development from inception to deployment with demonstrated experience and ability to oversee and orchestrate advanced technology system design, development, integration, testing, training, deployment, operation and/or maintenance efforts.

Functional Responsibility: Serves as the central point of contact for delivery orders and interfaces with the Contracting Officers Technical Representatives. Establishes and enforces procedures to assure that all tasks are performed in accordance with applicable standards, quality requirements, estimated costs, and schedules. Performs day-to-day management of projects that involve teams of highly specialized technical professionals who are involved in analyzing, prototyping, designing, integrating, testing, documenting, converting, extending, and implementing automated information systems. Prepares reports and delivers briefings on the status of task assignments to contract management personnel and technical points of contact. Reviews work of subordinates, resolves discrepancies, prioritizes work, and accommodates changes.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. An additional four years of relevant experience may be substituted for the Bachelors Degree.

13. Advanced Technology Task Manager

Minimum/General Experience: Four years experience including complete project development from inception to deployment with a Demonstrated experience and ability to manage individual advanced technology system design, prototyping, development, integration, testing, training, deployment, operation and/or maintenance tasks.

Functional Responsibility: Performs day-to-day management of highly technical tasks, working with other data processing or information system and management professionals. Ability to present system designs for user approval at formal reviews. Ability to perform configuration management, software integration, and interpretation of software test results, as well as recommending solutions for unsatisfactory test results. Ability to provide solutions to identified software problem reports. Plans, organizes, coordinates and executes all activities associated with assigned task.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. Four (4) years of documented relevant experience or an Associates Degree together with two (2) years of documented relevant experience, may be substituted for the Bachelors Degree.

14. Senior Project Control Planner

Minimum/General Experience: Six years experience in the use of spreadsheets and complex project management tools. Requires knowledge of cost accounting and labor-reporting systems, and demonstrated experience in the preparation of financial statements.

Functional Responsibility: Independently prepares and analyses financial statements, develops highly complex project schedules, recommends and utilizes cost accounting and labor-reporting systems, and manages multiple contracts and subcontracts. Manages financial and/or administrative aspects of assigned contracts and deliverables. Tracks and validates all client financial information, establishes and maintains master contract files, prepares and monitors status of deliverables, tracks the value of contracts, and reports payment of government fees. Updates task reports with funding information and prepares projections for all active contract task orders.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. An additional four years of relevant experience may be substituted for the Bachelors Degree.

15. Project Control Specialist

Minimum/General Experience: Four years experience in the use of project management tools. Experience in the use state-of-the-art tools and methods (e.g. Microsoft Project, Project Scheduler) to control cost, schedule, and technical conduct of projects of similar scope and complexity.

Functional Responsibility: Supports project management team in controlling project cost and schedule. Uses state-of-the-art tools and methods (e.g. Microsoft Project, Project Scheduler) to develop project plans, status reports, and data updates for Government and contractor project management personnel to use in the management and control of project activities.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. An additional four years of relevant experience may be substituted for the Bachelors Degree.

16. Senior Cost Analyst

Minimum/General Experience: Six years experience including the application of cost analysis techniques and use of common cost estimating tools in all cost analysis activities.

Functional Responsibility: Supervises or leads a team of cost/junior analysts. Independently applies common investment analysis practices including Life Cycle Cost Estimating, Cost Benefit Analysis, Cost Effectiveness Analysis and Business Case Analysis. Interprets and applies principles of Office of Management and Budget and appropriate government agency s cost estimating circulars. Applies cost estimating tools such as SEER, ACE-IT or their methodologies to required cost estimation tasks. Responsible for reporting status of cost analysts/estimating activities to the Program Manager.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. An additional four years of relevant experience may be substituted for the Bachelors Degree.

17. Cost Analyst

Minimum/General Experience: Four years experience including the application of cost analysis techniques and use of common cost estimating tools.

Functional Responsibility: Performs cost analysis techniques with minimal oversight. Satisfies all Junior Cost Analyst capabilities. Applies guidance found in Office of Management and Budget and appropriate government agency s cost estimating circulars. Conducts common investment analysis, including: Life-Cycle Cost Estimating, Cost Benefit Analysis, Cost Effectiveness Analysis, and Business Case Analysis.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. An additional four years of relevant experience may be substituted for the Bachelors Degree.

18. Junior Cost Analyst

Minimum/General Experience: Two years experience including the application of basic cost analysis techniques and use of common cost estimating tools.

Functional Responsibility: Performs supervised collection and analysis of data organizing it in a standard work breakdown structure. Applies basis principles of cost analysis such as time value of money, net present value, real US nominal dollars and other common cost estimating practices.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. An additional four years of relevant experience may be substituted for the Bachelors Degree.

19. Senior Management Analyst

Minimum/General Experience: Six years demonstrated experience in the application of multiple organizational and management improvement techniques in a government or commercial environment, including demonstrated experience in leading or supervising a team of specialists and other management staff to incorporate requirements into new or existing information management systems. Demonstrated ability to communicate effectively orally or in writing.

Functional Responsibility: Conducts and participates in formal and informal reviews at pre-determined points throughout the project life cycle process improvement and re-engineering methodologies and principles. Analyzes client needs to determine systems requirements as they apply to the client's management systems. Reviews client requirements and participates in client problem-solving and in the recommendation process. Identifies best practices and applies enterprise-wide process re-engineering, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices. Creates and assess performance measurements. Leads or supervises a team of specialists and other management staff. Ability to communicate effectively orally or in writing.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. An additional four years of relevant experience may be substituted for the Bachelors Degree.

20. Management Analyst

Minimum/General Experience: Four years demonstrated experience in the application of multiple organizational and management improvement techniques in a government or commercial environment. Demonstrated ability to communicate effectively orally or in writing.

Functional Responsibility: Identifies best practices and applies change management, organizational development, activity and data modeling, or information system development methods and practices with minimal oversight. Supports and participates in formal and informal reviews at pre-determined points throughout the project life cycle using process improvement and re-engineering methodologies and principles. Creates and assesses performance measurements. Participates in client problem-solving and in the recommendation development process.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. An additional four years of relevant experience may be substituted for the Bachelors Degree.

21. Senior Quality Assurance Manager

Minimum/General Experience: Seven years experience in the development and implementation of quality assurance programs. Experience in supervising or leading a team of Quality Assurance (QA) specialists in applying quality control/quality assurance management procedures, including implementing a program of reporting, tracking and analyzing key metrics, monitoring quality procedures and participating in software reviews and testing.

Functional Responsibility: Directs QA team in developing and implementing QA program and procedures. Evaluates, recommends, and uses software engineering processes and methodologies. Determines and applies the latest commercial products and procedures for identifying software errors and evaluating software quality and efficiency. Interprets and applies Government regulations, manuals, and standards relating to quality assurance. Determines the resources required for quality control. Develops and presents software and system quality assurance plans. Conducts formal and informal reviews at predetermined points throughout the development life cycle. Independently develops and implements a complex program of reporting, tracking, and analyzing key performance based system metrics; and monitoring quality procedures, evaluating system quality and efficiency, and may include Quality Assurance Team supervision.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. An additional four years of relevant experience may be substituted for the Bachelors Degree.

22. Quality Assurance Specialist

Minimum/General Experience: Four years experience including the development and implementation of quality assurance programs for projects and tasks of similar scope and complexity. Experience in the application of software engineering processes and methodologies, and the latest commercial products and procedures for identifying software errors and evaluating software quality and efficiency.

Functional Responsibility: Applies quality control/quality assurance management procedures, including implementing a program of reporting, tracking and analyzing key software metrics, monitoring quality procedures and participating in software reviews and testing with minimal oversight. Interprets and applies Government regulations, manuals, and standards relating to quality assurance. Determines the resources required for quality control. Develops and presents software quality assurance plans. Conducts formal and informal reviews at predetermined points throughout the development life cycle. Independently develops and implements a program of reporting, tracking, and analyzing key performance based system metrics; and monitoring quality procedures, evaluating system quality and efficiency, and participating in system reviews and testing.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. An additional four years of relevant experience may be substituted for the Bachelors Degree.

23. Junior Quality Assurance Technician

Minimum/General Experience: Two years experience including the development and implementation of quality assurance programs for projects and tasks of similar scope and complexity.

Functional Responsibility: Performs supervised quality control/quality assurance management procedures, including tracking and analyzing key software metrics, monitoring quality procedures and participating in software reviews and testing in a supervised setting. Interprets and applies Government regulations, manuals, and standards relating to quality assurance. Evaluates software and associated documentation. Participates in formal and informal reviews to determine quality and in the development of software quality assurance plans. Examines and evaluates the SQA process and recommends enhancements and modifications. Develops quality standards. Performs reporting, tracking, and analysis of key performance based system

metrics; and monitoring quality procedures, and evaluating system quality, efficiency and testing.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. An additional four years of relevant experience may be substituted for the Bachelors Degree.

24. Network/System Security Manager

Minimum/General Experience: Six years experience performing the functions a Network/System Security Engineer, and two years experience managing a network security team.

Functional Responsibility: Manages a Network Security Team, and directs and implements the necessary controls and procedures to cost-effectively protect information network and system assets from intentional or inadvertent modification, disclosure or destruction. Provides guidance and direction to other functional units for the physical protection of information system assets. Provides reports to superiors regarding effectiveness of data security and makes recommendations for the adoption of new procedures. Assigns work to subordinates and monitors performance.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substitute for the degree requirement.

25. Senior Network/System Security Engineer

Minimum/General Experience: Six years experience performing the functions described below.

Functional Responsibility: Analyzes and defines highly specialized security requirements for networks and computer systems, which may include LANs, WANs mainframes, workstations, and personal computers. Uses a variety of security techniques, technologies, and tools to design, develop, and implement security solutions into highly sensitive computer systems and networks. Responsible for integration and implementation of the computer system security solution. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in computer security. Fully participates in all phases of the systems lifecycle including requirements gathering, preliminary and final design, systems development, integration and testing. Directs or performs vulnerability and risk analysis, and participates in a variety of computer security penetration studies during all phases of the system development life cycle.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substitute for the degree requirement.

26. Network/System Security Engineer

Minimum/General Experience: Four years experience performing the functions described below.

Functional Responsibility: Independently performs complex security analysis of existing systems for compliance with security requirements. Uses a variety of security techniques, technologies, and tools to develop, integrate, and implement security solutions into highly sensitive computer systems and networks. Perform vulnerability and risk analysis, and participate in a variety of computer security penetration studies. Analyzes and defines security requirements for computer systems, which may include mainframes, workstations, and personal computers. Designs, develops, and implements solutions to meet security requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in computer security. Participates in most phases of the systems lifecycle including preliminary and final design, systems development, integration and testing.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substitute for the degree requirement.

27. Junior Network/System Security Engineer

Minimum/General Experience: Two years experience performing the functions described below.

Functional Responsibility: Performs supervised security analysis of existing systems for compliance with security requirements in a supervised setting. Uses a variety of common security techniques, technologies, and tools to implement security solutions in computer systems and networks. Participates in some phases of the systems lifecycle including systems development, integration and testing. Assists in computer security penetration studies. Analyzes and documents security requirements for computer systems, which may include mainframes, workstations, and personal computers. Designs, develops, engineers, and implements common solutions to security requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in computer security.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substitute for the degree requirement.

28. Senior Information Assurance Engineer

Minimum/General Experience: Six years experience in the functions described below, including experience in application of a set of disciplines for planning, analyzing, and designing information systems enterprise-wide or across a major sector of the enterprise.

Functional Responsibility: Develops and applies analytical and computational techniques and methodology for problem solutions. Independently develops and recommends technical solutions to support client requirements in solving moderate to highly complex network, platform, and system security problems. Applies analytical and engineering solutions based on federal and industry INFOSEC policies, doctrine, and regulations. Conducts secure system engineering and development, including system/security requirements analysis and secure system definition and specification development of INFOSEC policies and procedures utilizing technical and analytical skills. Designs test beds of advanced INFOSEC hardware and software solutions.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering, or related scientific field. Four (4) years of documented relevant experience or an Associates Degree together with two (2) years of documented relevant experience, may be substituted for the Bachelors Degree.

29. Information Assurance Engineer

Minimum/General Experience: Four years experience in the functions described below.

Functional Responsibility: Develops technical solutions to support client requirements in solving moderately complex network, platform, and system security problems. Applies activity and data modeling transaction flow analysis; internal control and risk analysis; modern business methods; and performance measurement techniques. Assists in establishing standards for information system procedures. Develop and applies organization-wide information models for use in designing and building integrated, shared software and database management systems. Conducts secure system engineering and development, including system/security requirements analysis and secure system definition. Designs test beds of advanced hardware and software solutions.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering, or related scientific field. Four (4) years of

documented relevant experience or an Associates Degree together with two (2) years of documented relevant experience, may be substituted for the Bachelors Degree.

30. Junior Information Assurance Engineer

Minimum/General Experience: Two years experience in the functions described below.

Functional Responsibility: Implements, with supervision, technical solutions to support client requirements in solving routine network, platform, and system security problems. Assists with secure system engineering, including system/security requirements analysis and secure system definition. Performs process and data modeling in support of the planning and analysis efforts, using automated tools.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering, or related scientific field. Four (4) years of documented relevant experience or an Associates Degree together with two (2) years of documented relevant experience, may be substituted for the Bachelors Degree.

31. Senior Configuration Management Specialist

Minimum/General Experience: Six years experience in the functions described below, including experience in supervising a team of configuration management specialists.

Functional Responsibility: Provides configuration baseline control throughout the life cycle of highly complex information systems as well as component software and hardware elements. Facilitates and advises Configuration Control Boards (CCBs). Maintains allocated, functional and physical baseline control and ability to performs audit support. Reviews all engineering change requests to assess impact upon configuration baseline and logistics support elements. Maintains configuration control records and technical documents. Works closely with quality assurance and management representatives to ensure accurate and well-documented product baseline. Prepares directives for change authorization and implementation.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. An additional four years of relevant experience may be substituted for the Bachelors Degree.

32. Configuration Management Specialist

Minimum/General Experience: Four years experience in the functions described below.

Functional Responsibility: Establishes and/or maintains a system to record modifications to hardware, software or documentation. Maintains allocated, functional and physical baseline control and performs audit support. Serves as secretary to Configuration Control Boards (CCBs) to help ensure all baseline changes are approved before initiation. Participates in review of engineering change requests to assess impact upon configuration baseline and logistics support elements. Maintains configuration control records and technical documents. Works closely with quality assurance and management representatives to ensure accurate and well-documented product baseline.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. An additional four years of relevant experience may be substituted for the Bachelors Degree.

33. Configuration Management Support Analyst

Minimum/General Experience: Four years experience in the functions described below.

Functional Responsibility: Provides configuration baseline control support for component software and hardware elements of information systems. Performs supervised audit support. Reviews, with supervision, engineering change requests and document impact upon configuration baseline and logistics support elements. Assists Configuration Control Boards (CCBs) in ensuring all baseline changes are approved before initiation. Maintains configuration control records and technical documents.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. An additional four years of relevant experience may be substituted for the Bachelors Degree.

34. Test Manager

Minimum/General Experience: Five years total experience performing the functions described below, including detailed familiarity with commercial test environments and operating procedures.

Functional Responsibility: Supervises a team of test specialists and manages complex, state-of-the-art test programs. Translates complex program requirements into testable objectives. Analyzes and recommends test cycle, test plans, safety reviews, and detailed test objectives. Manages and works effectively with diverse organizations and personalities to execute a successful test program. Applies complex test methodologies and compensates for limitations and restrictions. Develops overall test strategy to include objectives, methodologies, analysis, and schedules. Independently assesses system performance against stated requirements. Applies test discipline to design a thorough and executable test program. Leads analysis efforts to dissect output data, interface with the client, and provide clear results and recommendations.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substituted for the degree requirement.

35. Test Specialist

Minimum/General Experience: Five years total experience performing the functions described below.

Functional Responsibility: Designs and executes ADP software tests and evaluate results to ensure compliance with applicable regulations. Prepares test scripts and all required test documentation. Designs and prepares all needed test data. Works independently with diverse organizations and personalities to execute a successful test program. Applies test methodologies, accounting for all limitations and restrictions. Supports test program manager for complex, state-of-the-art test programs. Writes test plans (to include objectives, methodologies, instrumentation requirements, analysis, safety etc) and test procedure documents. Conducts analysis of output data, provide results and recommendations. Independently assesses system performance against stated requirements. Analyzes internal security within systems. Reviews test results and evaluates for conformance to design.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substituted for the degree requirement.

36. Test Technician

Minimum/General Experience: Two years total experience performing the functions described below, including basic understanding of the test methodologies, test cycle, test plans, safety reviews, and detailed test results reporting.

Functional Responsibility: Tests systems using pre-determined test scripts. Must have a general understanding of test methodologies. Writes test procedure documents and test results. Conducts supervised analysis efforts to dissect output data, provide results and recommendations. Assesses system performance against stated requirements.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substituted for the degree requirement.

37. Technical Writer

Minimum/General Experience: Three years professional experience in a position requiring development of structured written materials and visual aids.

Functional Responsibility: Writes and prepares technical documentation using outlines and resource material provided by functional analysts and computer personnel. Applies knowledge of required standards and verifies that documentation conforms to standards. Plans, develops, maintains, rewrites, and produces computer software/systems related documentation including tailoring style and readability to user requirements. Collects and organizes information for preparation of user manuals, training materials, installation guides, proposals, and reports. Writes reports, documentation (e.g., system specifications, operator manuals, reference manuals, and pamphlets) for information management systems and new releases of technical material; applying word processing, graphics and audio visual communications techniques for technical or scientific subject matter; and assisting programmers and engineers in developing on-line documentation.

Minimum Education: Associates Degree in computer science, information systems, mathematics, engineering or related field. An additional two years of experience may be substituted for the degree requirement.

38. Technical Editor

Minimum/General Experience: Two years professional experience in a position requiring development of structured written materials and visual aids.

Functional Responsibility: Able to accurately edit and format documents, including technical documents, functional descriptions, system specifications, user manuals, special reports, and any other customer deliverables and documents. Demonstrated experience and ability to work independently or under only general direction.

Minimum Education: High school diploma or equivalency certificate, Associates of Arts degree desirable.

39. Graphics Illustrator

Minimum/General Experience: Two years total experience performing the functions described below.

Functional Responsibility: Creates graphic design, artwork and documentation layout and augment existing documents with value-added visuals, including on-line, interactive, Internet and World Wide Web documents. Applies creativity and resourcefulness and the regular use of independent judgment when interfacing with customers and staff. Applies a wide variety of software tools to resolve complex design problems.

Minimum Education: Associates Degree in related field. An additional two years of experience may be substituted for the degree requirement.

40. Research Analyst

Minimum/General Experience: Four years total experience performing the functions described below.

Functional Responsibility: Analyzes existing and potential information from a wide variety of sources. Performs internet searches. Collates information into meaningful reports and presentation material. Organizes and maintains technical information in a systems library.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substituted for the degree requirement.

41. Administrative Assistant

Minimum/General Experience: Two years experience in the support of office operations including the use of appropriate desktop technology.

Functional Responsibility: Uses word processing and graphics production software and equipment. Duties include general administrative and clerical duties such as typing, filing, taking meeting minutes, composing routine correspondence, assisting in the production of final form documentation; performing data entry on a variety of systems; and maintaining a technical library - all in a supervised setting. Provides clerical and administrative services and applies appropriate technology to support office operations.

Minimum Education: High school diploma or equivalency certificate, Associates of Arts degree desirable.

42. Administrative Clerk

Minimum/General Experience:

Functional Responsibility: Uses word processing, spreadsheet and other basic personal computer software and equipment. Duties include general administrative and clerical duties such as typing, answering the telephone, and filing - all in a supervised setting.

Minimum Education: High school diploma or equivalency certificate.

43. Senior BPR Specialist

Minimum/General Experience: Seven years experience including ability to apply process improvement and reengineering methodologies and principles. Demonstrated experience and ability to lead or supervise a team of business process reengineering specialists.

Functional Responsibility: Applies facilitation techniques, training, methodology development and evaluation across all phases of the modernization and improvement project. Identify and recommend best practices, change management and business management techniques, organizational development, activity and data modeling, or information system development methods and practices. Performs process modernization projects by applying process improvement and reengineering methodologies and principles to. Implements transition of existing project and project teams, and facilitates project teams in the accomplishment of project activities and objectives. Conducts group facilitation, interviewing, and training, and provides additional forms of knowledge transfer. Key coordinator among multiple project teams to ensure enterprise-wide integration of reengineering efforts. Provides daily supervision and direction to business process reengineering specialist.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. An additional four years of relevant experience may be substituted for the Bachelors Degree.

44. BPR Specialist

Minimum/General Experience: Four years experience including ability to apply process improvement and reengineering methodologies and principles.

Functional Responsibility: Conducts process modernization and improvement projects with minimal oversight. Applies training, methodology development and evaluation across all phases of the modernization and improvement project. Identifies best practices, change management and business management techniques, organizational development, activity and data modeling, or information system development methods and practices. Supports group facilitation, conducts interviews and training, and additional forms of knowledge transfer. Key coordinator among multiple project teams to ensure enterprise-wide integration of reengineering efforts. Provides daily supervision and direction to junior business process reengineering specialist.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. An additional four years of relevant experience may be substituted for the Bachelors Degree.

45. Junior BPR Specialist

Minimum/General Experience: Two years experience including ability to apply process improvement and reengineering methodologies and principles.

Functional Responsibility: Assists in process modernization and improvement projects in a supervised setting. Assists with group facilitation, interviewing, training, and other forms of knowledge transfer. Performs supervised activity and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline. An additional four years of relevant experience may be substituted for the Bachelors Degree.

46. Senior Software Engineer

Minimum/General Experience: Six years experience performing the functions described below, including experience leading or directing a team of software engineers.

Functional Responsibility: Develops and maintains operating systems, applications software, database packages, compilers, assemblers, utility programs and other highly complex system software requirements. Modifies and creates special purpose software and ensure systems efficiency and integrity. Analyze systems requirements and design specifications. Develops block diagrams and logic flow charts. Translates detailed systems designs into executable software. Tests, debugs, and refines software to produce the required product. Prepares required documentation, including project plans and software program documentation.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substitute for the degree requirement.

47. Software Engineer

Minimum/General Experience: Four years experience performing the functions described below.

Functional Responsibility: Develops and maintains operating systems, applications software, database packages, compilers, assemblers, and utility programs with minimal oversight. Modifies and creates special purpose software and ensures systems efficiency and integrity. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including project plans and software program documentation. Provides technical direction to less experienced programmers.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substitute for the degree requirement.

48. Junior Software Engineer

Minimum/General Experience: Two years experience performing the functions described below.

Functional Responsibility: Conducts analysis development and maintenance of software in a supervised setting. Modifies and creates systems software and ensure systems efficiency and integrity. Translates detailed design into executable software. Tests, debugs, and refines the software to produce the required product. Prepares required documentation, including block diagrams, logic flow charts and software program documentation.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substitute for the degree requirement.

49. Senior System/Software Integration Engineer

Minimum/General Experience: Six years experience performing the functions described below, including experience in leading a team of specialists performing such functions.

Functional Responsibility: Leads a team of specialists involved in combining a multitude of very complex system and software packages. Assesses architecture and current hardware limitations, define and design complex system specifications, input/output processes and working parameters for hardware/software compatibility. Implements computer systems in a phased approach of requirements analysis and conceptual design, site survey, system design review, critical design review, installation, integration, and testing. Performs requirements analysis for a wide range of users in areas of office automation. Presents system designs for user approval at formal reviews. Independently integrates software, interprets software test results, and recommends solutions for unsatisfactory test results. Coordinates design of subsystems and integration of total system and life-cycle support, including maintenance, administration, and management. Analyzes and resolves difficult and complicated program support deficiencies. Conducts independent technical investigations in systems design. Coordinates and consolidates design efforts on major products. May provide work leadership for lower level employees.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substitute for the degree requirement.

50. System/Software Integration Engineer

Minimum/General Experience: Four years experience performing the functions described below.

Functional Responsibility: Implements computer systems in a phased approach of requirements analysis and conceptual design, site survey, system design review, critical design review, installation, integration, and testing with minimal oversight. Analyzes existing systems and define, design and develop new integrated system requirements. Determines system specifications, input/ output processes and working parameters for hardware/software compatibility. Performs requirements analysis for a wide range of users in areas of office automation. Coordinates design of subsystems and integration of total system. Identifies, analyzes and resolves program support deficiencies.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substitute for the degree requirement.

51. Junior System/Software Integration Engineer

Minimum/General Experience: Two years experience performing the functions described below.

Functional Responsibility: Assists in the analysis of existing systems and the definition, design and development of new system requirements. Performs requirements analysis for general users of office automation. Participates in the determination of system specifications, input/output processes and working parameters for hardware/software compatibility. With supervision, identifies, analyzes and may resolve program support deficiencies.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substitute for the degree requirement.

52. Senior Computer Specialist

Minimum/General Experience: Six years experience in the functions described below, including experience in supervising a team of specialists.

Functional Responsibility: Leads or supervises a team of specialists in developing, managing, maintaining, and evaluating current state-of-the-art computer hardware, software, and software development tools. Determines processes and costs for converting computer systems from one language or machine to another by utilizing compilers, simulators, emulators, and/or language translators and recommend better utilization of operating systems capabilities to improve system efficiency through conversion or migration. Evaluates their application in support of specific requirements and interface with other equipment and systems. Determines potential and actual bottlenecks; proposes workable recommendations for their elimination; and makes recommendations for systems improvements that will result in optimal hardware and software usage.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering or related field. An additional four years of relevant experience may be substituted for the Bachelors Degree.

53. Computer Specialist

Minimum/General Experience: Four years experience in the functions described below.

Functional Responsibility: Converts computer systems from one language or machine to another by utilizing compilers, simulators, emulators, and/or language translators and recommend better utilization of operating systems capabilities to improve system efficiency through conversion or migration all with minimal oversight. Manages, maintains, and evaluates current state-of-the-art computer hardware, software, and software development tools. Evaluates their application in support of specific requirements and interface with other equipment and systems. Determines potential and actual bottlenecks; proposes workable recommendations for their elimination; and makes recommendations for systems improvements that will result in optimal hardware and software usage.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering or related field. An additional four years of relevant experience may be substituted for the Bachelors Degree.

54. Junior Computer Specialist

Minimum/General Experience: Two years experience in the functions described below.

Functional Responsibility: Evaluates state-of-the-art computer hardware and software and its application to support specific requirements and to interface with other equipment and systems. Troubleshoots actual bottlenecks and proposes recommendations for their elimination, and makes recommendations for system improvements that will result in optimization of development and/or maintenance efforts.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering or related field. An additional four years of relevant experience may be substituted for the Bachelors Degree.

55. Senior System Architect

Minimum/General Experience: Six years experience performing the functions described below, including experience in leading a team of specialists performing such functions.

Functional Responsibility: Develops network, and technical architectures in support of complex and highly sophisticated client/server and mainframe applications. Develops network and technical architectures for complex and highly sophisticated client/server and mainframe applications. Develops and execute architecture strategies, feasibility studies, and integration analyses. Supervises and provides guidance in implementing various architectures. Independently gathers and defines the architecture requirements and ensure that the

architectures are compatible and in compliance with the appropriate IT organization and project standards.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substitute for the degree requirement.

56. Senior Systems Analyst

Minimum/General Experience: Six years experience performing the functions described below.

Functional Responsibility: Oversees analyst staff and analyzes and evaluates existing systems to independently define problems, data availability, report requirements and system design issues. Provides technical and administrative direction for personnel performing systems development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and progress in accordance with schedules. Defines system objectives and prepare system design specifications to meet user requirements and satisfy interface problems. Coordinates with the Program Manager to ensure solutions to problems and user satisfaction. Prepares milestone status reports and deliveries and presentations on the system concept to colleagues, subordinates, and end user representatives. Analyzes alternate means of deriving input data to select the most accurate, feasible and economical methods. Defines input and output file specifications including file organization. Defines controls, conversion procedures and system implementation plans including user training and orientation.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substitute for the degree requirement.

57. Systems Analyst

Minimum/General Experience: Four years experience performing the functions described below.

Functional Responsibility: Analyzes and evaluates existing systems with minimal oversight, and define problems, data availability, report requirements and system design issues. Develops plans for IT systems from project inception to conclusion. Analyze the problem and the information to be processed, defines the problem and develops system requirements and program specifications from which programmers prepare detailed flowcharts, programs, and tests. Analyzes alternate means of deriving input data to select the most accurate, feasible and economical methods. Defines input and output file specifications including file organization. Defines controls, conversion procedures and system implementation plans including user training and orientation. Closely coordinates with programmers to ensure proper implementation of program and system specifications. In conjunction with functional users, develops system alternative solutions.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substitute for the degree requirement.

58. Junior Systems Analyst

Minimum/General Experience: Two years experience performing the functions described below.

Functional Responsibility: Assists in research and analysis of existing systems to define problems, data availability and report requirements. Researches and analyzes requirements for information systems from a project's inception to its conclusion. Researches required specifications for simple to moderately complex systems. Assists Senior Systems Analyst in preparing input and test data for the proposed system. Analyzes alternate means of deriving

input data to select the most accurate, feasible and economical methods. Defines input and output file specifications including file organization.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substitute for the degree requirement.

59. Network Engineer

Minimum/General Experience: Four years experience in the functions described below.

Functional Responsibility: Designs, configures, tests, implements and maintains network support activities, and supports application programmers working in that environment. Provides technical and administrative direction for personnel responsible for network design, implementation, and operations tasks, including the review of work products for correctness, adherence to the design concept and to user standards and progress in accordance with schedules. Evaluates and resolves network and processor problems. Designs, configures and implements networks. Evaluates network performance using hardware and software diagnostic tools. Participates in designing, planning and installation of new networks and hardware. Evaluates network changes for operational impact. Makes recommendations for approval of major network installations. Prepares milestone status reports, and deliveries/presentations on network progress to colleagues, subordinates, and end user representatives.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering or related field. An additional four years of relevant experience may be substituted for the Bachelors Degree.

60. Senior Telecom Engineer

Minimum/General Experience: Six years total experience performing the functions described below.

Functional Responsibility: Performs highly complex network engineering tasks and systems studies. Performs advanced telecommunications studies, planning, design, development, and modifications of existing or planned voice and data communications network systems and subsystems. Directs and/or participates in complex advanced telecommunications studies and comparisons of costs, efficiency, and reliability of telecommunications technologies. Analyzes and compares existing telecommunications systems and subsystems, and make recommendations to increase their scope and performance to meet specific client requirements.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substituted for the degree requirement.

61. Telecom Engineer

Minimum/General Experience: Four years total experience performing the functions described below.

Functional Responsibility: Plans, designs, develops, tests and analyzes telecommunications systems. Applies conceptual, development and acquisition processes and pertinent industry standards. Installs, implements, operates and maintains a wide variety of communications software/protocols. Sample protocols and methodologies include, but are not limited to: Ethernet; the full suite of DDN protocols; the National Bureau of Standards Government Open Systems Interconnection Profile (GOSIP); the International Standards Organization (ISO); Open Systems Interconnection (OSI) seven layer model; IEEE 802 standards; and the Consultative Committee for Telegraphy and Telephony (CCITT) X.25. Applies communication transmission technology using broadband, baseband fiber optic, twisted pair, and satellite.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substituted for the degree requirement.

62. Junior Telecom Engineer

Minimum/General Experience: Two years total experience performing the functions described below.

Functional Responsibility: Assists in planning, designing, developing, testing and analyzing all types of telecommunications systems. Researches appropriate conceptual and development processes and applicable standards. Installs, implements, operates and maintains telecommunications software/protocols in a supervised setting.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substituted for the degree requirement.

63. Intranet/Extranet/Internet Site Developer/Engineer

Minimum/General Experience: Four years experience in the functions described below.

Functional Responsibility: Designs, develops, troubleshoots, debugs, and implements software code (such as HTML, CGI, and JavaScript) for a component of an Intranet/Extranet/Internet website with minimal oversight. Works with engineers and other members of a project team to develop the site concept, interface design, and architecture of the website. Translates applications requirements into the design of complex web sites, including integrating web pages and applications to serve either as stand alone sites or as the front end to web-based applications. Applies new and emerging technologies to the site development process. Applies sound navigational and site-design concepts.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering or related field. An additional four years of relevant experience may be substituted for the Bachelors Degree.

64. Junior Intranet/Extranet/Internet Site Developer/Engineer

Minimum/General Experience: Two years experience in the functions described below.

Functional Responsibility: Troubleshoots, debugs, and implements software code (such as HTML, CGI, and JavaScript) for a component of an Internet/Intranet website. Works in a supervised setting with engineers and other members of a project team to construct the website. Assists in interface implementation. Applies sound navigational and site-design concepts. Integrates web pages and applications to serve either as stand-alone sites or as the front end to web-based applications.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering or related field. An additional four years of relevant experience may be substituted for the Bachelors Degree.

65. Training Manager

Minimum/General Experience: Six years total experience performing the functions stated below, including two years supervisory experience.

Functional Responsibility: Provides daily supervision and direction to a staff of training personnel. Assesses training needs and designs and manages Information System and/or Automated Data Processing subject matter training classes. Works closely with Government personnel to determine training and scheduling requirements. Responsible for the development, quality and adequacy of course material. Reviews and provides inputs for training documentation. Ability to develop and prepare user and technical documentation and training course materials for computer based training as well as classroom instruction, training instruction, writing and editing technical documents, and knowledge of information systems.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, management, education, or related field. An additional four years of experience may be substituted for the degree requirement.

66. Senior Training Specialist

Minimum/General Experience: Four years total experience performing the functions stated below.

Functional Responsibility: Develops, plans, and provides sophisticated Information System or ADP, end-user training on highly complex computer hardware, application software, new systems, or related procedures. Conducts the research necessary to develop and revise training courses and prepares appropriate training materials. Prepares all course materials (course outline, background material and training aids). Prepares all student materials (course manuals, workbooks, handouts, completion certificates, and course evaluation forms). Trains personnel by conducting formal classroom courses, workshops, and seminars.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, management, education, or related field. An additional four years of experience may be substituted for the degree requirement.

67. Training Specialist

Minimum/General Experience: Four years total experience performing the functions stated below.

Functional Responsibility: Plans and provides Information System or ADP, end-user training on computer hardware, application software, new systems, or training on business process improvements and other procedures with minimal oversight. Prepares routine training materials, including workbooks, handouts, completion certificates, and course evaluation forms. Trains personnel by conducting formal classroom courses, workshops, and seminars.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, management, education, or related field. An additional four years of experience may be substituted for the degree requirement.

68. Trainer

Minimum/General Experience: Two years total experience performing the functions stated below.

Functional Responsibility: Develops lesson plans and utilizes prepared course and student materials for end-user training on computer hardware, application software, new systems, or training on business process improvements and other procedures in a supervised setting. Trains personnel by conducting formal classroom courses, workshops, and seminars.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, management, education, or related field. An additional four years of experience may be substituted for the degree requirement.

69. Facilitator

Minimum/General Experience: Four years total experience performing the functions described below.

Functional Responsibility: Provides structure and ensures progression of working groups and teams by maintaining focus and avoiding unnecessary digression. Works closely with diverse group members to enhance team building, communication, interpersonal relations, problem solving, and decision-making. Provides support for task teams involved in quality and process improvement projects.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substituted for the degree requirement.

70. Senior Network Installation Technician

Minimum/General Experience: Four years experience performing the functions described below.

Functional Responsibility: Applies computer techniques, principles, and precedents to develop, design, modify, install, test, evaluate, or operate network based data processing systems or facilities. Maintains, repairs, inspects, troubleshoots or programs systems equipment or components. Reviews analyzes, develops, prepares, or applies specifications, policies, standards, or procedures. Plans and performs test and evaluations of systems equipment or components.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substitute for the degree requirement.

71. Network Installation Technician

Minimum/General Experience: Two years experience performing the functions described below.

Functional Responsibility: Applies computer techniques, principles, and precedents to develop, design, modify, install, test, evaluate, or operate network based data processing systems or facilities. Maintains, repairs, inspects, troubleshoots or programs systems equipment or components. Reviews analyzes, develops, prepares, or applies specifications, policies, standards, or procedures. Plans and performs test and evaluations of systems equipment or components.

Minimum Education: Bachelors Degree in computer science, information systems, mathematics, engineering or related field. An additional four years of experience may be substitute for the degree requirement.

72. Help Desk Manager

Minimum/General Experience: Familiarity with appropriate desktop systems. Ability to communicate orally and in writing and experience interfacing with clients and customers and handling sensitive issues. Two to three years progressively responsible computer operations, network management and/or desktop support experience.

Functional Responsibility: Has overall responsibility for help desk staff and the activities associated with the identification, prioritization, and resolution of reported problems. Ensures that all phases of help desk support are properly coordinated, monitored, logged, tracked and resolved appropriately. May maintain responsibility for development, maintenance and integrity of help desk software. Assigns personnel to various operations and directs their activities; reviews and evaluates their work and prepares performance reports.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering, or related scientific field. Four (4) years of documented relevant experience or an Associates Degree together with two (2) years of documented relevant experience, may be substituted for the Bachelors Degree.

73. Help Desk Specialist

Minimum/General Experience: Familiarity with appropriate desktop systems. Ability to communicate orally and in writing and experience interfacing with clients and customers. Two to three years progressively responsible computer operations, network management and/or desktop support experience.

Functional Responsibility: Assist in the use of software and hardware, servers, printers, network components, and other peripheral components. Teach hardware concepts to customers with little or no background in computers. Conduct component level diagnostics. Assist in the use of a variety of business software and operating systems. Develop and

maintain documentation for procedures and processes, as well as, maintenance logs and equipment databases.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering, or related scientific field. Four (4) years of documented relevant experience or an Associates Degree together with two (2) years of documented relevant experience, may be substituted for the Bachelors Degree.

74. Help Desk Technician

Minimum/General Experience: Experience in problem resolution of systems, electronic commerce and web hosting is preferred Also, requires user proficiency with PC hardware, standard software, and specialized applications, and effective oral and written communication skills to explain technical situations, present information, and provide training. Must have knowledge of the office suite and desktop applications required.

Functional Responsibility: Serve as a primary contact for clients experiencing technical and/or non-technical issues. Requires ability to diagnose, troubleshoot and client issues by employing strong listening and communication skills. Must have creative problem-solving skills to assist clients. Must be a team player that contributes to the resolution of the client s business problems. Provides ongoing technical support for specialized applications: logs trouble calls, analyzes and corrects problem at source. Advises users of changes in procedures. Identifies problems requiring vendor assistance and coordinates vendor technical support.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering, or related scientific field. Four (4) years of documented relevant experience or an Associates Degree together with two (2) years of documented relevant experience, may be substituted for the Bachelors Degree.

75. Desk Top Support

Minimum/General Experience: Two years total experience performing the functions described below.

Functional Responsibility: Independently configures and installs desktop and laptop systems and installs applications on systems. Troubleshoots and repairs systems and applications installed on desktop and laptop systems. Assists with organizing, prioritizing, assisting, and giving directions to the help desk team in meeting the day to day support requirements. Organizes, prioritizes and assists with daily technical support in organizations with different support requirements. Maintains documentation for procedures and processes, as well as, maintenance logs and equipment databases.

Minimum Education: Associate Degree in computer science, information systems, mathematics, engineering or related field. An additional two years of experience may be substitute for the degree requirement.

76. Database Manager

Minimum/General Experience: Ten years experience in the functions described below, including experience in supervising a team of specialists.

Functional Responsibility: Leads or supervises a team of specialists in installing, maintaining, upgrading and administering full-featured database management systems and related tools. Manages the development of database projects. Plans and budgets staff and data resources. Supports application developers in planning preparation, load analysis, and backup and recovery of data. Prepares and delivers presentations on DBMS concepts. Provide daily supervision and direction to support staff. Monitors, maintains, upgrades and administers full-featured database management systems such and related tools.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering, or related scientific field. Four (4) years of

documented relevant experience or an Associates Degree together with two (2) years of documented relevant experience, may be substituted for the Bachelors Degree.

77. Database Engineer

Minimum/General Experience: Four years experience in the functions described below.

Functional Responsibility: Installs, maintains, upgrades and administers full-featured database management systems and related tools with minimal supervision. Plans, designs, develops, and modifies databases structures, and database administration tools using products and programming languages such as PL/SQL, Visual Basic, or ORACLE Forms.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering, or related scientific field. Four (4) years of documented relevant experience or an Associates Degree together with two (2) years of documented relevant experience, may be substituted for the Bachelors Degree.

78. Junior Database Engineer

Minimum/General Experience: Two years experience in the functions described below.

Functional Responsibility: Maintains, upgrades and administers full-featured database management systems and related tools in a supervised setting. Assists in planning, designing, developing, and modifying databases structures, and database administration tools using routine products and programming languages.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering, or related scientific field. Four (4) years of documented relevant experience or an Associates Degree together with two (2) years of documented relevant experience, may be substituted for the Bachelors Degree.

79. Subject Matter Expert (Functional) V

Minimum/General Experience: Twelve years applied experience in specific area of expertise including functional experience with relevant processes and ADP systems. Demonstrated experience and ability to effectively communicate, both orally and in writing.

Functional Responsibility: Confers with client executive management using industry expertise to define the client s strategic information technology business goals, and advises in the reengineering of business processes to meet these goals. Analyzes client requirements and recommends development or acquisition strategies. Assists client in developing strategies and concepts. Advises client on the impact of new legislation or new technologies that are relevant to their activity.

Minimum Education: Bachelors Degree in a recognized engineering, scientific, managerial, business, or other discipline related to area of expertise. Four years of documented relevant experience or an Associates Degree together with two years of documented relevant experience, may be substituted for the Bachelors Degree.

80. Subject Matter Expert (Functional) IV

Minimum/General Experience: Ten years applied experience in specific area of expertise including functional experience with relevant processes and ADP systems. Demonstrated experience and ability to effectively communicate, both orally and in writing.

Functional Responsibility: Confers with client senior management using industry expertise to define the client s strategic information technology business goals, and advises in the reengineering of business processes to meet these goals. Analyzes client requirements and recommends development or acquisition strategies. Assists client in developing strategies and concepts. Advises client on the impact of new legislation or new technologies that are relevant to their activity.

Minimum Education: Bachelors Degree in a recognized engineering, scientific, managerial, business, or other discipline related to area of expertise. Four years of documented relevant

experience or an Associates Degree together with two years of documented relevant experience, may be substituted for the Bachelors Degree.

81. Subject Matter Expert (Functional) III

Minimum/General Experience: Nine years applied experience in specific area of expertise including functional experience with relevant processes and ADP systems.

Functional Responsibility: Provides managerial and administrative direction for problem definition, analysis, requirements development and implementation for complex to extremely complex systems in the subject matter area. Makes recommendations and advise on system-wide improvements; risk management; automation, modeling and simulation, optimization and maintenance efforts in the functional area being addressed.

Minimum Education: Bachelors Degree in a recognized engineering, scientific, managerial, business, or other discipline related to area of expertise. An additional four years of relevant experience may be substituted for the Bachelors Degree.

82. Subject Matter Expert (Functional) II

Minimum/General Experience: Seven years applied experience in specific area of expertise including functional experience with relevant processes and ADP systems.

Functional Responsibility: Defines problems and analyzes and develops plans and requirements in the subject matter area for moderately complex to complex systems in the subject matter area. Coordinates and manages the preparation of analysis, evaluations, and recommendations for proper implementation of programs and systems specifications in the areas of risk management; life-cycle management; policy development, methodologies, modeling, and simulation in the functional area being addressed.

Minimum Education: Bachelors Degree in a recognized engineering, scientific, managerial, business, or other discipline related to area of expertise. An additional four years of relevant experience may be substituted for the Bachelors Degree.

83. Subject Matter Expert (Functional) I

Minimum/General Experience: Five years applied experience in specific area of expertise including functional experience with relevant processes and ADP systems.

Functional Responsibility: Defines problems and analyzes and develops plans and requirements in the subject matter area for simple to moderately complex systems in the subject matter area. Coordinates and manages the preparation of analysis, evaluations, and recommendations for proper implementation of programs and systems specifications in the areas of risk management; life-cycle management; policy development, methodologies, modeling, and simulation in the functional area being addressed.

Minimum Education: Bachelors Degree in a recognized engineering, scientific, managerial, business, or other discipline related to area of expertise. An additional four years of relevant experience may be substituted for the Bachelors Degree.

84. Subject Matter Expert (Technical) V

Minimum/General Experience: Twelve years applied experience in specific technical area of expertise. Demonstrated experience and ability to effectively communicate, both orally and in writing.

Functional Responsibility: Provides enterprise-wide technical management and direction for problem definition, analysis, requirements development and implementation for very complex systems in the subject matter area. Provides workable recommendations and advise to client executive management on emerging technology, system improvements, optimization or maintenance efforts in the following specialties: Information Systems Architecture, Networking, Telecommunications, Automation, Networking, Communications Protocols, Software, Electronic Email, Modeling and Simulation, and Data Storage and Retrieval.

Minimum Education: Bachelors Degree in a recognized engineering, scientific, business, or other discipline related to area of expertise. Four years of documented relevant experience or an Associates Degree together with two years of documented relevant experience, may be substituted for the Bachelors Degree.

85. Subject Matter Expert (Technical) IV

Minimum/General Experience: Ten years applied experience in specific technical area of expertise. Demonstrated experience and ability to effectively communicate, both orally and in writing.

Functional Responsibility: Provides technical management and direction for problem definition, analysis, requirements development and implementation for complex systems in the subject matter area. Provides workable recommendations and advise on system improvements, optimization or maintenance efforts in the following specialties: Information Systems Architecture, Networking, Telecommunications, Automation, Communications Protocols, Risk Management/Electronic Analysis, Software, Electronic Email, Modeling and Simulation, and Data Storage and Retrieval.

Minimum Education: Bachelors Degree in a recognized engineering, scientific, business, or other discipline related to area of expertise. Four years of documented relevant experience or an Associates Degree together with two years of documented relevant experience, may be substituted for the Bachelors Degree.

86. Subject Matter Expert (Technical) III

Minimum/General Experience: Nine years applied experience in specific area of technical expertise.

Functional Responsibility: Provides technical direction for problem definition, analysis, requirements development and implementation for complex to extremely complex systems in the subject matter area. Makes recommendations and advise on organization-wide system improvements, optimization 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, and Modeling and Simulation.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, business, or other discipline related to area of expertise. An additional four years of relevant experience may be substituted for the Bachelors Degree.

87. Subject Matter Expert (Technical) II

Minimum/General Experience: Seven years applied experience in specific area of technical expertise.

Functional Responsibility: Defines problems and analyzes and develops plans and requirements in the subject matter area for moderately complex to complex systems. Coordinates and manages the preparation of analysis, evaluations, and recommendations for proper implementation of programs and systems specifications in the following specialties: Information Systems Architecture, Networking, Telecommunications, Automation, Communications Protocols, Risk Management/Electronic Analysis, Software, Life-Cycle Management, Software Development Methodologies, and Modeling and Simulation.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, business, or other discipline related to area of expertise. An additional four years of relevant experience may be substituted for the Bachelors Degree.

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY
(IT)
PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)**

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. ORDERING PROCEDURES FOR SERVICES (REQUIRING A STATEMENT OF WORK)
(G-FCI-920) (MAR 2003)

FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Supply Schedules or for some Special Item Numbers (SINs) within a Schedule. GSA has established special ordering procedures for services that require a Statement of Work. These special ordering procedures take precedence over the procedures in FAR 8.404 (b)(2) through (b)(3).

When ordering services over \$100,000, Department of Defense (DOD) ordering offices and non-DOD agencies placing orders on behalf of the DOD must follow the policies and procedures in the Defense Federal Acquisition Regulation Supplement (DFARS) 208.404-70 Additional ordering procedures for services. When DFARS 208.404-70 is applicable and there is a conflict between the ordering procedures contained in this clause and the additional ordering procedures for services in DFARS 208.404-70, the DFARS procedures take precedence.

GSA has determined that the prices for services contained in the contractor's price list applicable to this Schedule are fair and reasonable. However, the ordering activity using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.

- (a) When ordering services, ordering activities shall
 - (1) Prepare a Request (Request for Quote or other communication tool):

(i) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.

(ii) The request should include the statement of work and request the contractors to submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering activity makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials proposal may be requested. The firm-fixed price shall be based on the rates in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other incidental costs related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor-hour and time-and-materials orders.

(iii) The request may ask the contractors, if necessary or appropriate, to submit a project plan for performing the task, and information on the contractor's experience and/or past performance performing similar tasks.

(iv) The request shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (2) below, the request shall notify the contractors that will be the case.

(2) Transmit the Request to Contractors:

Based upon an initial evaluation of catalogs and price lists, the ordering activity should identify the contractors that appear to offer the best value (considering the scope of services offered, pricing and other factors such as contractors locations, as appropriate) and transmit the request as follows:

NOTE: When buying IT professional services under SIN 132 51 ONLY, the ordering office, at its discretion, may limit consideration to those schedule contractors that are small business concerns. This limitation is not applicable when buying supplies and/or services under other SINs as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses that appear to offer services that will meet the agency's needs are available, if the order is estimated to exceed the micro-purchase threshold.

(i) The request should be provided to at least three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold.

(ii) For proposed orders exceeding the maximum order threshold, the request should be provided to additional contractors that offer services that will meet the ordering activity's needs.

(iii) In addition, the request shall be provided to any contractor who specifically requests a copy of the request for the proposed order.

(iv) Ordering activities should strive to minimize the contractors costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.

(3) Evaluate Responses and Select the Contractor to Receive the Order:

After responses have been evaluated against the factors identified in the request, the order should be placed with the schedule contractor that represents the best value. (See FAR 8.404)

(b) The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering activity the opportunity to secure volume discounts. When establishing BPAs, ordering activities shall

(1) Inform contractors in the request (based on the ordering activity s requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.

(i) SINGLE BPA: Generally, a single BPA should be established when the ordering activity can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value should be awarded the BPA. (See FAR 8.404)

(ii) MULTIPLE BPAs: When the ordering activity determines multiple BPAs are needed to meet its requirements, the ordering activity should determine which contractors can meet any technical qualifications before establishing the BPAs. When establishing the BPAs, the procedures in (a)(2) above must be followed. The procedures at (a)(2) do not apply to orders issued under multiple BPAs. Authorized users must transmit the request for quote for an order to all BPA holders and then place the order with the Schedule contractor that represents the best value.

(2) Review BPAs Periodically: Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value. (See FAR 8.404)

(c) The ordering activity should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.

(d) When the ordering activity s requirement involves both products as well as executive, administrative and/or professional, services, the ordering activity should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the best value. (See FAR 8.404)

(e) The ordering activity, at a minimum, should document orders by identifying the contractor from which the services were purchased, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For ordering activity requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors quotes that formed the basis for the selection

of the contractor that received the order and the rationale for any trade-offs made in making the selection.

4. 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 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.

5. 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.

6. INSPECTION OF SERVICES

The Inspection of Services Fixed Price (AUG 1996) 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) 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 activity contract, without some restriction on ordering 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 activity, ordering activities 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 I (APR 1984) 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 (DEC 2002) applies to labor-hour orders placed under this contract.

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.

16. DESCRIPTION OF IT SERVICES AND PRICING

a. The Contractor shall provide a description of each type of IT Service offered under Special Item Number 132-51. IT Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

b. Pricing for all IT Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices.

The following is an example of the manner in which the description of a commercial job title should be presented:

EXAMPLE:

Commercial Job Title: System Engineer

Minimum/General Experience: Three (3) years of technical experience which applies to systems analysis and design techniques for complex computer systems. Requires competence in all phases of systems analysis techniques, concepts and methods; also requires knowledge of available hardware, system software, input/output devices, structure and management practices.

Functional Responsibility: Guides users in formulating requirements, advises alternative approaches, conducts feasibility studies.

Minimum Education: Bachelor's Degree in Computer Science

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

PREAMBLE

LongView International Technology Solutions, Inc. provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and service-disabled veteran-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-prot g 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 service-disabled veteran-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 service-disabled veteran-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 service-disabled veteran-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 service-disabled veteran-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact Ben Long at 301.816.1688, email: blong@longview-inc.com or fax 301.816.3688.

**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 DISCOUNT/PRICE	*SPECIAL BPA
_____	_____
_____	_____
_____	_____

(2) Delivery:

DESTINATION DATES	DELIVERY SCHEDULES /
_____	_____
_____	_____
_____	_____

(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 a ordering activity 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 of the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

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