



GSA

U.S General Services Administration

GSA Schedule 47QTCA20D007T

Federal Supply Service

Authorized Price List

Multiple Award Schedule

Period Covered by Contract: March 24, 2025, to March 23, 2030. Pricelist
current through Modification:PO-0013, effective March 24, 2025



NEWBERRY
GROUP

Cyber strength from the inside out.

Missouri Corporate Office:

26 Portwest Court
St. Charles, MO 63303
Main: 888.647.7515





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

SPECIAL ITEM NUMBER 5451HACS – HIGHLY ADAPTIVE CYBERSECURITY SERVICES

SPECIAL ITEM NUMBER 541611 – PROFESSIONAL SERVICES

FPDS Code D301 IT Facility Operation and Maintenance
FPDS Code D302 IT Systems Development Services
FPDS Code D306 IT Systems Analysis Services
FPDS Code D307 Automated Information Systems Design and Integration Services
FPDS Code D308 Programming Services
FPDS Code D310 IT Backup and Security Services
FPDS Code D311 IT Data Conversion Services
FPDS Code D313 Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Code D316 IT Network Management Services
FPDS Code D317 Creation/Retrieval of IT Related Automated News Services, Data Services, or
Other Information Services (All other information services belong under
Schedule 76)
FPDS Code D399 Other Information Technology Services, Not Elsewhere Classified

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

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

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

The Newberry Group, Inc.
26 Portwest Court St. Charles, MO 63303
888.647.7515
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Products and ordering information in this Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System (<http://www.gsaadvantage.gov>)

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Information for Ordering Offices

Special Notice to Agencies

Small Business Participation

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

For orders exceeding the micro purchase 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.gsaadvantage.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal Acquisition Service Home Page (www.gsa.gov/fas) contains information on a broad array of products and services offered by small business concerns.

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

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

Geographic Scope of Contract

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

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

Offerors are requested to check one of the following boxes:

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

Contractor's Ordering Address and Payment Information:

Ordering Address

26 Portwest Court
St. Charles, MO 63303

Payment Address

26 Portwest Court
St. Charles, MO 63303



Contractor must accept the credit card for payments equal to or less than the micro-purchase for oral or written orders under this contract. The Contractor and the ordering agency may agree to use the credit card for dollar amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). 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:

(443) 962.2838

Liability for Injury or Damage

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

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: 107152886

Block 30: Type of Contractor - Small Business

Block 31: Woman Owned Small Business - NO

Block 36: Contractor's Taxpayer Identification Number 43-1755637

4a. CAGE CODE: 1BLT3

4b. Contractor has registered in SAM. YES

FOB Destination/Delivery Schedule

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

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
<i>SIN 54151S</i>	<i>To be negotiated between The Newberry Group and the ordering agency.</i>
<i>SIN 54151HACS</i>	<i>To be negotiated between the Newberry Group and the ordering agency.</i>
<i>SIN 541611</i>	<i>To be negotiated between the Newberry Group and the ordering agency.</i>



- b. **URGENT REQUIREMENTS:** When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact The Newberry Group for the purpose of obtaining accelerated delivery. The Newberry Group shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by The Newberry Group in writing.) If the Newberry Group offers an accelerated delivery time acceptable to the ordering agency, 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.

Discounts:

Prices shown are NET Prices; Basic Discounts have been deducted.

- a. Prompt Payment: N/A% - N/A days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity – N/A
- c. Dollar Volume – 0.5%
- d. Government Educational Institutions offered the same discount as all other Government customers.

Trade Agreement 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.

Statement Concerning Availability of Export Packing:

Not Applicable

Small Requirements:

The minimum dollar value of orders to be issued is: \$100.00.

Maximum Order:

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

- a. The Maximum Order value for the following Special Item Numbers (SINs) is:
- b. Special Item Number 54151S - Information Technology Professional Services is \$500,000
- c. Special Item Number 5451HACS- Highly Adaptive Cybersecurity Services is \$500,000

- d. Special Item 541611- Professional Services is \$1,000,000

Use of Federal Supply Service IT Schedule Contracts

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

Federal IT / Telecommunication Standards / Requirements:

Federal Information Technology/Telecommunications Standard 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.

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.

Federal Telecommunication Standards (FED-STDS):

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

or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

Contractor Tasks / Special Requirements (C-FSS-370) (Nov 2003)

- (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. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. 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.

- (k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

Security Requirements

In the event security requirements are necessary, the ordering activities may incorporate, in their delivery order(s), a security clause in accordance with current laws, regulations, and individual agency policy; however, the burden of administering the security requirements shall be with the ordering agency.

Contract Administration for Ordering Offices:

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 52.212-4)

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.gsaadvantage.gov>

Purchase of Open Market Items

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

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

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19).

- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable.
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule;
and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

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.

Blanket Purchase Agreements (BPAs)

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

Contractor Team Arrangements

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

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 receive less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if

the construction, alteration, or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act 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 541611.

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:

www.newberrygroup.com

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

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.

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.

Software Interoperability

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

Advance Payments

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

Terms and Conditions (SINs 54151S, 5451HACS, 541611.)

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 54151S Information Technology Professional Services apply exclusively to IT Professional 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 I-FSS-60 Performance Incentives (April 2000)

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

3. ORDER

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

4. PERFORMANCE OF SERVICES

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

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

- (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-
 - (1) Cancel the stop-work order; or
 - (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
- (b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
 - (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

- (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
- (c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
- (d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) (Deviation 1 – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (May 2001) (Deviation 1 – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) 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 Professional Services.

9. INDEPENDENT CONTRACTOR

All IT Professional 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” refer 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 Professional 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 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) 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 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

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

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

16. DESCRIPTION OF IT/IAM PROFESSIONAL SERVICES AND PRICING

- a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 54151S IT Professional 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 Professional Services shall be in accordance with the Contractor's customary commercial practices, e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

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, and conducts feasibility studies.

Minimum Education: Bachelor's Degree in Computer Science

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

Small Business Participation Commitment

PREAMBLE

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

COMMITMENT

To actively seek and partner with small businesses.

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

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

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

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

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

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



We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact Contracts Department, at (443) 962.2838 or via email at contracts@newberry-gs.com.



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
BPA DISCOUNT/PRICE

*SPECIAL

- (2) Delivery:

DESTINATION

DELIVERY SCHEDULES / DATES

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

- (4) This BPA does not obligate any funds.

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

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

OFFICE

POINT OF CONTACT

- (7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

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

- (a) Name of Contractor;



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

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

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

.....

Basic Guidelines For Using Contractor Team Arrangements

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

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

Orders under a Team Arrangement are subject to terms and conditions 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 customers’ needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.
- Customers make a best value selection.



Labor Rates

CONTRACTOR SITE RATES

SIN(s)	SERVICE PROPOSED (e.g. Job Title/Task)	March 24, 2025 - March 23, 2026	March 24, 2026 - March 23, 2027	March 24, 2027 - March 23, 2028	March 24, 2028 - March 23, 2029	March 24, 2029 - March 23, 2030
541611	Business Analyst & Process Consultant I	\$ 74.59	\$ 77.16	\$ 79.82	\$ 82.57	\$ 85.42
541611	Business Analyst & Process Consultant II	\$ 92.34	\$ 95.53	\$ 98.83	\$ 102.24	\$ 105.77
541611	Business Analyst & Process Consultant III	\$ 147.41	\$ 152.50	\$ 157.76	\$ 163.20	\$ 168.83
54151S	Business Process Reengineering Specialist - Senior	\$ 137.68	\$ 142.43	\$ 147.34	\$ 152.42	\$ 157.68
54151S	Business Process Reengineering Specialist - Principal	\$ 152.13	\$ 157.38	\$ 162.81	\$ 168.43	\$ 174.24
54151S	Communications Network Manager	\$ 105.77	\$ 109.42	\$ 113.19	\$ 117.10	\$ 121.14
54151S	Communications Specialist	\$ 91.67	\$ 94.83	\$ 98.10	\$ 101.48	\$ 104.98
54151S	Computer Security Systems Specialist	\$ 102.27	\$ 105.80	\$ 109.45	\$ 113.23	\$ 117.14
54151S	Computer Security Systems Specialist - Senior	\$ 157.29	\$ 162.72	\$ 168.33	\$ 174.14	\$ 180.15
54151S	Computer Systems Analyst	\$ 106.43	\$ 110.10	\$ 113.90	\$ 117.83	\$ 121.90
54151S	Computer Systems Analyst - Junior	\$ 77.74	\$ 80.42	\$ 83.19	\$ 86.06	\$ 89.03
54151S	Computer Systems Analyst - Senior	\$ 126.08	\$ 130.43	\$ 134.93	\$ 139.59	\$ 144.41
54151S	Data Base Management Specialist	\$ 107.69	\$ 111.41	\$ 115.25	\$ 119.23	\$ 123.34
54151S	Data Base Management Specialist - Senior	\$ 136.03	\$ 140.72	\$ 145.57	\$ 150.59	\$ 155.79
54151S	Data Security Specialist	\$ 121.93	\$ 126.14	\$ 130.49	\$ 134.99	\$ 139.65
54151S	Disaster Recovery Specialist	\$ 143.22	\$ 148.16	\$ 153.27	\$ 158.56	\$ 164.03
54151S	Documentation Specialist	\$ 65.84	\$ 68.11	\$ 70.46	\$ 72.89	\$ 75.40
54151S	Functional Analyst - Senior	\$ 135.02	\$ 139.68	\$ 144.50	\$ 149.49	\$ 154.65
54151S	Hardware Installation Technician - Senior	\$ 87.24	\$ 90.25	\$ 93.36	\$ 96.58	\$ 99.91
54151S	Incident Manager	\$ 430.39	\$ 445.24	\$ 460.60	\$ 476.49	\$ 492.93
54151S	Information Engineer - Senior	\$ 129.48	\$ 133.95	\$ 138.57	\$ 143.35	\$ 148.30
54151S	Information Engineer - Principal	\$ 162.55	\$ 168.16	\$ 173.96	\$ 179.96	\$ 186.17
54151S	Information Systems Training Specialist	\$ 78.84	\$ 81.56	\$ 84.37	\$ 87.28	\$ 90.29
54151S	IT Hardware Specialist	\$ 94.65	\$ 97.92	\$ 101.30	\$ 104.79	\$ 108.41
54151S	Local Area Network Administrator	\$ 98.60	\$ 102.00	\$ 105.52	\$ 109.16	\$ 112.93
54151S	Local Area Network Support Technician	\$ 71.67	\$ 74.14	\$ 76.70	\$ 79.35	\$ 82.09
541611	Management Consulting I	\$ 131.86	\$ 136.41	\$ 141.12	\$ 145.99	\$ 151.03
541611	Management Consulting II	\$ 190.25	\$ 196.81	\$ 203.60	\$ 210.62	\$ 217.89
541611	Management Consulting III	\$ 202.48	\$ 209.47	\$ 216.70	\$ 224.18	\$ 231.91
54151S	Network Installation Technician	\$ 72.17	\$ 74.66	\$ 77.24	\$ 79.90	\$ 82.66
54151S	Network Installation Technician - Senior	\$ 88.15	\$ 91.19	\$ 94.34	\$ 97.59	\$ 100.96
54151S	Operations Manager	\$ 106.49	\$ 110.16	\$ 113.96	\$ 117.89	\$ 121.96
54151S	Procurement Product Specialist	\$ 115.53	\$ 119.52	\$ 123.64	\$ 127.91	\$ 132.32
541611	Project Manager I	\$ 131.86	\$ 136.41	\$ 141.12	\$ 145.99	\$ 151.03
541611	Project Manager II	\$ 145.05	\$ 150.05	\$ 155.23	\$ 160.59	\$ 166.13
541611	Project Manager III	\$ 159.55	\$ 165.05	\$ 170.74	\$ 176.63	\$ 182.72
541611	Program Manager	\$ 178.45	\$ 184.61	\$ 190.98	\$ 197.57	\$ 204.39
54151S	Quality Assurance Analyst	\$ 100.12	\$ 103.57	\$ 107.14	\$ 110.84	\$ 114.66
54151S	Quality Assurance Manager	\$ 128.69	\$ 133.13	\$ 137.72	\$ 142.47	\$ 147.39
54151S	Quality Assurance Specialist	\$ 86.42	\$ 89.40	\$ 92.48	\$ 95.67	\$ 98.97
54151S	Software Systems Engineer	\$ 108.88	\$ 112.64	\$ 116.53	\$ 120.55	\$ 124.71

Contract Number: 47QTCA20D007T

Period Covered by Contract: March 24, 2025, to March 23, 2030.

Price List Current Through Mod: PO-0013



CONTRACTOR SITE RATES (Cont'd)

SIN(s)	SERVICE PROPOSED (e.g. Job Title/Task)	March 24, 2025 - March 23, 2026	March 24, 2026 - March 23, 2027	March 24, 2027 - March 23, 2028	March 24, 2028 - March 23, 2029	March 24, 2029 - March 23, 2030
541611	Subject Matter Expert (Senior)	\$ 176.07	\$ 182.14	\$ 188.42	\$ 194.92	\$ 201.64
54151S	System Administrator	\$ 95.92	\$ 99.23	\$ 102.65	\$ 106.19	\$ 109.85
54151S	System Operator	\$ 60.49	\$ 62.58	\$ 64.74	\$ 66.97	\$ 69.28
54151S	System Programmer	\$ 107.57	\$ 111.28	\$ 115.12	\$ 119.09	\$ 123.20
54151S	Systems Analyst	\$ 105.49	\$ 109.13	\$ 112.89	\$ 116.78	\$ 120.81
54151S	Systems Architect - Principal	\$ 157.97	\$ 163.42	\$ 169.06	\$ 174.89	\$ 180.92
54151S	Systems Architect - Senior	\$ 137.14	\$ 141.87	\$ 146.76	\$ 151.82	\$ 157.06
54151S	Technical Writer/Editor	\$ 62.57	\$ 64.73	\$ 66.96	\$ 69.27	\$ 71.66
54151S	Telecommunication Engineer	\$ 106.21	\$ 109.87	\$ 113.66	\$ 117.58	\$ 121.64
54151S	Web Content Administrator	\$ 89.66	\$ 92.75	\$ 95.95	\$ 99.26	\$ 102.68
54151S	Web Designer	\$ 90.80	\$ 93.93	\$ 97.17	\$ 100.52	\$ 103.99
54151S	Web Project Manager	\$ 139.61	\$ 144.43	\$ 149.41	\$ 154.56	\$ 159.89
54151S	Web Software Developer	\$ 115.97	\$ 119.97	\$ 124.11	\$ 128.39	\$ 132.82
54151S	Wide Area Network Administrator	\$ 105.06	\$ 108.68	\$ 112.43	\$ 116.31	\$ 120.32
5451HACS	Cyber Intel Analyst - Senior	\$ 210.69	\$ 217.96	\$ 225.48	\$ 233.26	\$ 241.31
5451HACS	Cyber Intel Analyst - Advanced	\$ 184.36	\$ 190.72	\$ 197.30	\$ 204.11	\$ 211.15
5451HACS	Cyber Intel Analyst	\$ 158.02	\$ 163.47	\$ 169.11	\$ 174.94	\$ 180.98
5451HACS	Forensic Examiner - Senior	\$ 263.36	\$ 272.45	\$ 281.85	\$ 291.57	\$ 301.63
5451HACS	Forensic Examiner - Advanced	\$ 237.01	\$ 245.19	\$ 253.65	\$ 262.40	\$ 271.45
5451HACS	Forensic Examiner	\$ 210.69	\$ 217.96	\$ 225.48	\$ 233.26	\$ 241.31
5451HACS	Forensic Technician	\$ 184.36	\$ 190.72	\$ 197.30	\$ 204.11	\$ 211.15
5451HACS	Incident Manager	\$ 368.69	\$ 381.41	\$ 394.57	\$ 408.18	\$ 422.26
5451HACS	Malware Analyst - Senior	\$ 263.36	\$ 272.45	\$ 281.85	\$ 291.57	\$ 301.63
5451HACS	Malware Analyst - Advanced	\$ 237.01	\$ 245.19	\$ 253.65	\$ 262.40	\$ 271.45
5451HACS	Malware Analyst	\$ 210.69	\$ 217.96	\$ 225.48	\$ 233.26	\$ 241.31
5451HACS	Network Security Engineer - Senior	\$ 210.69	\$ 217.96	\$ 225.48	\$ 233.26	\$ 241.31
5451HACS	Network Security Engineer - Advanced	\$ 184.36	\$ 190.72	\$ 197.30	\$ 204.11	\$ 211.15
5451HACS	Network Security Engineer	\$ 158.02	\$ 163.47	\$ 169.11	\$ 174.94	\$ 180.98



CLIENT SITE RATES

SIN(s) PROPOSED	SERVICE PROPOSED (e.g. Job Title/Task)	March 24, 2025 - March 23, 2026	March 24, 2026 - March 23, 2027	March 24, 2027 - March 23, 2028	March 24, 2028 - March 23, 2029	March 24, 2029 - March 23, 2030
54151S	Application Systems Analyst	\$ 90.87	\$ 94.01	\$ 97.25	\$ 100.61	\$ 104.08
541611	Business Analyst & Process Consultant I	\$ 74.59	\$ 77.16	\$ 79.82	\$ 82.57	\$ 85.42
541611	Business Analyst & Process Consultant II	\$ 92.34	\$ 95.53	\$ 98.83	\$ 102.24	\$ 105.77
541611	Business Analyst & Process Consultant III	\$ 147.41	\$ 152.50	\$ 157.76	\$ 163.20	\$ 168.83
54151S	Business Process Reengineering Specialist - Senior	\$ 115.92	\$ 119.92	\$ 124.06	\$ 128.34	\$ 132.77
54151S	Business Process Reengineering Specialist - Principal	\$ 128.08	\$ 132.50	\$ 137.07	\$ 141.80	\$ 146.69
54151S	Communications Network Manager	\$ 89.04	\$ 92.11	\$ 95.29	\$ 98.58	\$ 101.98
54151S	Communications Specialist	\$ 77.18	\$ 79.84	\$ 82.59	\$ 85.44	\$ 88.39
54151S	Computer Security Systems Specialist	\$ 86.15	\$ 89.12	\$ 92.19	\$ 95.37	\$ 98.66
54151S	Computer Security Systems Specialist - Senior	\$ 132.40	\$ 136.97	\$ 141.70	\$ 146.59	\$ 151.65
54151S	Computer Systems Analyst	\$ 89.59	\$ 92.68	\$ 95.88	\$ 99.19	\$ 102.61
54151S	Computer Systems Analyst - Junior	\$ 65.47	\$ 67.73	\$ 70.07	\$ 72.49	\$ 74.99
54151S	Computer Systems Analyst - Senior	\$ 106.14	\$ 109.80	\$ 113.59	\$ 117.51	\$ 121.56
54151S	Data Base Management Specialist	\$ 90.69	\$ 93.82	\$ 97.06	\$ 100.41	\$ 103.87
54151S	Data Base Management Specialist - Senior	\$ 114.53	\$ 118.48	\$ 122.57	\$ 126.80	\$ 131.17
54151S	Data Security Specialist	\$ 102.65	\$ 106.19	\$ 109.85	\$ 113.64	\$ 117.56
54151S	Disaster Recovery Specialist	\$ 120.61	\$ 124.77	\$ 129.07	\$ 133.52	\$ 138.13
54151S	Documentation Specialist	\$ 55.38	\$ 57.29	\$ 59.27	\$ 61.31	\$ 63.43
54151S	Functional [Subject Matter] Expert	\$ 160.22	\$ 165.75	\$ 171.47	\$ 177.39	\$ 183.51
54151S	Functional Analyst	\$ 90.54	\$ 93.66	\$ 96.89	\$ 100.23	\$ 103.69
54151S	Functional Analyst - Senior	\$ 113.73	\$ 117.65	\$ 121.71	\$ 125.91	\$ 130.25
54151S	Graphics Specialist	\$ 57.94	\$ 59.94	\$ 62.01	\$ 64.15	\$ 66.36
54151S	Hardware Installation Technician	\$ 58.09	\$ 60.09	\$ 62.16	\$ 64.30	\$ 66.52
54151S	Hardware Installation Technician - Senior	\$ 73.44	\$ 75.97	\$ 78.59	\$ 81.30	\$ 84.10
54151S	Hardware Specialist	\$ 71.14	\$ 73.59	\$ 76.13	\$ 78.76	\$ 81.48
54151S	Help Desk Manager	\$ 109.10	\$ 112.86	\$ 116.75	\$ 120.78	\$ 124.95
54151S	Help Desk Specialist	\$ 59.37	\$ 61.42	\$ 63.54	\$ 65.73	\$ 68.00
54151S	Information Engineer - Senior	\$ 109.03	\$ 112.79	\$ 116.68	\$ 120.71	\$ 124.87
54151S	Information Engineer - Principal	\$ 137.23	\$ 141.96	\$ 146.86	\$ 151.93	\$ 157.17
54151S	Information Systems Training Specialist	\$ 66.35	\$ 68.64	\$ 71.01	\$ 73.46	\$ 75.99
54151S	IT Hardware Specialist	\$ 79.67	\$ 82.42	\$ 85.26	\$ 88.20	\$ 91.24
54151S	Local Area Network Administrator	\$ 83.02	\$ 85.88	\$ 88.84	\$ 91.90	\$ 95.07
54151S	Local Area Network Support Technician	\$ 60.35	\$ 62.43	\$ 64.58	\$ 66.81	\$ 69.11
541611	Management Consulting I	\$ 131.86	\$ 136.41	\$ 141.12	\$ 145.99	\$ 151.03
541611	Management Consulting II	\$ 190.25	\$ 196.81	\$ 203.60	\$ 210.62	\$ 217.89
541611	Management Consulting III	\$ 202.48	\$ 209.47	\$ 216.70	\$ 224.18	\$ 231.91
54151S	Network Installation Technician	\$ 60.76	\$ 62.86	\$ 65.03	\$ 67.27	\$ 69.59
54151S	Network Installation Technician - Senior	\$ 74.24	\$ 76.80	\$ 79.45	\$ 82.19	\$ 85.03
54151S	Network Specialist I	\$ 66.03	\$ 68.31	\$ 70.67	\$ 73.11	\$ 75.63
54151S	Network Specialist II	\$ 68.67	\$ 71.04	\$ 73.49	\$ 76.03	\$ 78.65
54151S	Network Specialist III	\$ 79.22	\$ 81.95	\$ 84.78	\$ 87.70	\$ 90.73
54151S	Operations Manager	\$ 89.67	\$ 92.76	\$ 95.96	\$ 99.27	\$ 102.69
54151S	Procurement Product Specialist	\$ 97.27	\$ 100.63	\$ 104.10	\$ 107.69	\$ 111.41
54151S	Programmer Analyst	\$ 98.19	\$ 101.58	\$ 105.08	\$ 108.71	\$ 112.46



CLIENT SITE RATES (Cont'd)

SIN(s) PROPOSED	SERVICE PROPOSED (e.g. Job Title/Task)	March 24, 2025 - March 23, 2026	March 24, 2026 - March 23, 2027	March 24, 2027 - March 23, 2028	March 24, 2028 - March 23, 2029	March 24, 2029 - March 23, 2030
541611	Project Manager I	\$ 123.62	\$ 127.88	\$ 132.29	\$ 136.85	\$ 141.57
541611	Project Manager II	\$ 145.05	\$ 150.05	\$ 155.23	\$ 160.59	\$ 166.13
541611	Project Manager III	\$ 159.55	\$ 165.05	\$ 170.74	\$ 176.63	\$ 182.72
54151S	Quality Assurance Analyst	\$ 84.28	\$ 87.19	\$ 90.20	\$ 93.31	\$ 96.53
54151S	Quality Assurance Manager	\$ 108.33	\$ 112.07	\$ 115.94	\$ 119.94	\$ 124.08
54151S	Quality Assurance Specialist	\$ 70.12	\$ 72.54	\$ 75.04	\$ 77.63	\$ 80.31
54151S	Software Systems Engineer	\$ 96.24	\$ 99.56	\$ 102.99	\$ 106.54	\$ 110.22
541611	Subject Matter Expert (Senior)	\$ 176.07	\$ 182.14	\$ 188.42	\$ 194.92	\$ 201.64
54151S	System Administrator	\$ 84.78	\$ 87.70	\$ 90.73	\$ 93.86	\$ 97.10
54151S	System Operator	\$ 53.46	\$ 55.30	\$ 57.21	\$ 59.18	\$ 61.22
54151S	System Programmer	\$ 95.07	\$ 98.35	\$ 101.74	\$ 105.25	\$ 108.88
54151S	Systems Analyst	\$ 93.23	\$ 96.45	\$ 99.78	\$ 103.22	\$ 106.78
54151S	Systems Architect - Senior	\$ 121.22	\$ 125.40	\$ 129.73	\$ 134.21	\$ 138.84
54151S	Systems Architect - Principal	\$ 139.63	\$ 144.45	\$ 149.43	\$ 154.59	\$ 159.92
54151S	Technical Writer/Editor	\$ 55.29	\$ 57.20	\$ 59.17	\$ 61.21	\$ 63.32
54151S	Telecommunication Engineer	\$ 93.88	\$ 97.12	\$ 100.47	\$ 103.94	\$ 107.53
54151S	Web Content Administrator	\$ 79.25	\$ 81.98	\$ 84.81	\$ 87.74	\$ 90.77
54151S	Web Designer	\$ 80.25	\$ 83.02	\$ 85.88	\$ 88.84	\$ 91.90
54151S	Web Project Manager	\$ 123.40	\$ 127.66	\$ 132.06	\$ 136.62	\$ 141.33
54151S	Web Software Developer	\$ 102.50	\$ 106.04	\$ 109.70	\$ 113.48	\$ 117.40
54151S	Wide Area Network Administrator	\$ 92.86	\$ 96.06	\$ 99.37	\$ 102.80	\$ 106.35
5451HACS	Cyber Intel Analyst - Senior	\$ 186.21	\$ 192.63	\$ 199.28	\$ 206.16	\$ 213.27
5451HACS	Cyber Intel Analyst - Advanced	\$ 162.93	\$ 168.55	\$ 174.36	\$ 180.38	\$ 186.60
5451HACS	Cyber Intel Analyst	\$ 139.66	\$ 144.48	\$ 149.46	\$ 154.62	\$ 159.95
5451HACS	Forensic Examiner - Senior	\$ 232.76	\$ 240.79	\$ 249.10	\$ 257.69	\$ 266.58
5451HACS	Forensic Examiner - Advanced	\$ 209.49	\$ 216.72	\$ 224.20	\$ 231.93	\$ 239.93
5451HACS	Forensic Examiner	\$ 186.21	\$ 192.63	\$ 199.28	\$ 206.16	\$ 213.27
5451HACS	Forensic Technician	\$ 162.93	\$ 168.55	\$ 174.36	\$ 180.38	\$ 186.60
5451HACS	Incident Manager	\$ 325.87	\$ 337.11	\$ 348.74	\$ 360.77	\$ 373.22
5451HACS	Malware Analyst - Senior	\$ 232.76	\$ 240.79	\$ 249.10	\$ 257.69	\$ 266.58
5451HACS	Malware Analyst - Advanced	\$ 209.49	\$ 216.72	\$ 224.20	\$ 231.93	\$ 239.93
5451HACS	Malware Analyst	\$ 186.21	\$ 192.63	\$ 199.28	\$ 206.16	\$ 213.27
5451HACS	Network Security Engineer - Senior	\$ 186.21	\$ 192.63	\$ 199.28	\$ 206.16	\$ 213.27
5451HACS	Network Security Engineer - Advanced	\$ 162.93	\$ 168.55	\$ 174.36	\$ 180.38	\$ 186.60
5451HACS	Network Security Engineer	\$ 139.66	\$ 144.48	\$ 149.46	\$ 154.62	\$ 159.95

Contract Number: 47QTCA20D007T

Period Covered by Contract: March 24, 2025, to March 23, 2030.

Price List Current Through Mod: PO-0013



Labor Category Descriptions

Application Systems Analyst	
Labor Category	Application Systems Analyst
Duties	- Provides analysis and design of business systems for different applications such as: financial, accounting, human resources, and other enterprise systems. - Handles test scripts and service requirements; works closely with end users on project development and implementation. - Must be able to specify the inputs to be accessed by the system, design the processing steps, and format the output to meet the users' needs. May also prepare cost-benefit analyses. - Excellent verbal and written communications skills.
Qualifications	- Demonstrated technical experience in legacy and/or client/server application or systems. - Working knowledge of relational database environments structured analysis, data modeling, information engineering, mathematical model building, sampling, and cost accounting to plan the system is required.
Minimum Education & Years of Experience	- Bachelor's Degree 5 years
Business Analyst & Process Consultant I	
Labor Category	Business Analyst & Process Consultant I
Duties	- Prepares and conducts business analyses and studies, needs assessments, requirements analysis/definition and cost/benefit analyses in an effort to align business systems, solutions, and initiatives. - Develops and analyzes performance measurements and recommendations related to management, organizational structure, policies, procedures, and systems. - Guides clients through management, organizational, and business improvement initiatives by applying continuous process improvement strategies, methodologies, and principles. Develops and implements methods for problem solving, process change and solutions implementation ensuring enterprise-wide integration. Utilizes group facilitation, interviewing, and other forms of knowledge exchange. - Supports and documents facilitated sessions, conducts research, and assists business analysis and process improvement teams and Program/Project Managers. Analyzes and evaluates performance and process efficiency.
Minimum Education & Years of Experience	- Bachelor's Degree or Equivalent 3 years
Business Analyst & Process Consultant II	
Labor Category	Business Analyst & Process Consultant II
Duties	Prepares and conducts business analyses and studies, needs assessments, requirements analysis/definition and cost/benefit analyses in an effort to align business systems, solutions, and initiatives. Develops and analyzes performance measurements and

	recommendations related to management, organizational structure, policies, procedures, and systems. - Guides clients through management, organizational, and business improvement initiatives by applying continuous process improvement strategies, methodologies, and principles. Develops and implements methods for problem solving, process change and solutions implementation ensuring enterprise-wide integration. Utilizes group facilitation, interviewing, and other forms of knowledge exchange. - Researches, collects, and verifies data and translates into strategic and operational guidance. Identifies best practices and assesses process performance.
Minimum Education & Years of Experience	- Bachelor's Degree 5 years
Labor Category	Business Analyst & Process Consultant III
Duties	- Prepares and conducts business analyses and studies, needs assessments, requirements analysis/definition and cost/benefit analyses in an effort to align business systems, solutions, and initiatives. Develops and analyzes performance measurements and recommendations related to management, organizational structure, policies, procedures, and systems. - Guides clients through management, organizational, and business improvement initiatives by applying continuous process improvement strategies, methodologies, and principles. Develops and implements methods for problem solving, process change and solutions implementation ensuring enterprise-wide integration. Utilizes group facilitation, interviewing, and other forms of knowledge exchange. - Leads business analysis and process improvement teams and tasks as part of larger projects or programs. Designs and implements enterprise level process improvement. May include use of standard approach such as Lean Six Sigma.
Minimum Education & Years of Experience	- Bachelor's Degree may also include relevant certifications 7 years
Labor Category	Business Process Reengineering Specialist – Senior
Duties	- Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. - Activity and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. - Provides group facilitation, interviewing, training, and provides additional forms of knowledge transfer.
Qualifications	Technical experience in areas described above and some project management experience is required.
Minimum Education & Years of Experience	- Bachelor's Degree 5 years



Business Process Reengineering Specialist- Principal	
Labor Category	
Duties	• Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. • Activity and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. • Provides group facilitation, interviewing and training and provides additional forms of knowledge transfer. May supervise Business Process Reengineers.
Qualifications	• Experience in Business Process Modeling and Business analysis is required. • Experience with Six Sigma, ISO, CMMI and/or ITIL is a preferred
Minimum Education & Years of Experience	• Bachelor's Degree • 8 years
Communications Network Manager	
Labor Category	
Duties	• Establishes networking environment by designing system configuration; directing system installation; defining, documenting, and enforcing system standards. • Maximizes network performance by monitoring performance; troubleshooting network problems and outages; scheduling upgrades; collaborating with network architects on network optimization. • Secures network system by establishing and enforcing policies, defining, and monitoring access. • Updates job knowledge by participating in educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations. • Reports on network operational status by gathering, prioritizing information; managing projects.
Qualifications	• Experience with MS Operating Environment and/or Linux Operating Environment. • Experience with virtualization technologies, such as VMWare if required. • Experience with networking technologies such CISCO.
Minimum Education & Years of Experience	• Bachelor's Degree • 3 years
Communications Specialist	
Labor Category	
Duties	• Analyzes network characteristics (e.g., traffic, connect time, transmission speeds, packet sizes, and throughput) and recommends procurement, removals, and modifications to network components. • Designs and optimizes network topologies and site configurations. • Plans installations, transitions, and cutovers of network components and capabilities. • Coordinates requirements with users and suppliers.



Qualifications	• Experience in one of the following: communications software, communications hardware, or network specialty. • Communications Hardware specialized experience includes: installing, testing, and operating network and computer (host) communications equipment (e.g., switches, modems, controllers, terminals, and multiplexers); using and implementing communications hardware and electrical standards, using communications hardware test, and monitoring equipment and analyzing the results. • Communications Software specialized experience includes: developing, testing, installing, and operating network and computer (host) communications software (e.g., access method and protocol software, application interfaces, transaction processors, and emulators); using and implementing communications standards. • Network Specialty specialized experience includes: designing, testing, installing, implementing, and maintaining computer networks; using and implementing network standards, identification and solution of problems, restart/recovery, additions, deletions, and modifications of terminals, hosts, etc., optimization of network costs and performance and implementing accounting and charge back systems.
Minimum Education & Years of Experience	• Bachelor's Degree • 6 years • No Degree required with 10 years of relevant experience
Labor Category	Computer Security Systems Specialist
Duties	• Analyzes and defines security requirements. • Designs, develops, engineers, and implements solutions to computer security requirements. • Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the computer security arena. • Performs risk analyses which also includes risk assessment.
Qualifications	• Specialized experience in defining computer security requirements for high level applications, evaluation of approved security product capabilities, and developing solutions computer security problems is required.
Minimum Education & Years of Experience	• Bachelor's Degree • 8 years
Labor Category	Computer Security Systems Specialist – Senior
Duties	• Analyzes and defines security requirements. • Designs, develops, engineers, and implements solutions computer security requirements. • Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the computer security arena. • Performs risk analyses which also includes risk assessment.



	May have supervisory responsibilities.
Qualifications	Specialized experience in defining computer security requirements for high level applications, evaluation of approved security product capabilities and resolution of computer security problems.
Minimum Education & Years of Experience	- Bachelor's Degree 10 years
Labor Category	Computer Systems Analyst
Duties	- Analyzes and develops computer software possessing a wide range of capabilities, including numerous engineering, business, and records management functions. - Develops plans for automated information systems from project inception to conclusion. - Analyzes user interfaces, maintain hardware and software performance tuning, analyze workload and computer usage, maintain interfaces with outside systems, analyze downtimes, analyze proposed system modifications, upgrades, and new COTS. - Analyzes the problem and the information to be processed. - Defines the problem, and develops system requirements and program specifications, from which programmers prepare detailed flow charts, programs, and tests. - Coordinates closely with programmers to ensure proper implementation of program and system specifications. - Develops, in conjunction with functional users, system alternative solutions.
Qualifications	- Experience with analysis and design of business applications on complex systems for large-scale computers, data base management concepts, use of programming languages, and/or DBMS. - Knowledge of appropriate storage and retrieval methods is required as is systems analysis experience designing technical applications on computer systems and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. - General experience includes increasing responsibilities in information systems design and management.
Minimum Education & Years of Experience	- Bachelor's Degree 6 years - No Degree required with 10 years of relevant experience
Labor Category	Computer Systems Analyst - Junior
Duties	Perform analysis, specification development, testing, system administration and documentation on technology solutions that support the day-to-day operation of the program.
Qualifications	Possesses an enterprising attitude to articulate creative suggestions and methods in a structured environment.



	Strong interpersonal skills with the ability to function at a high level in a collaborative environment.
Minimum Education & Years of Experience	- Bachelor's Degree 1 year
Labor Category	Computer Systems Analyst – Senior
Duties	- Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. - Coordinates with appropriate levels to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. - Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. When required, provides daily supervision and direction to support staff.
Qualifications	- Specialized experience includes: analysis and design of business applications on complex systems for large-scale computers, data base management, use of programming languages, and/or DBMS. - Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. - General experience includes increasing responsibilities in assignments of a technical nature. - Proven ability to work independently or under only general direction on complex application problems involving all phases of systems analysis is required.
Minimum Education & Years of Experience	- Bachelor's Degree 10 years - No Degree required with 13 years of relevant experience
Labor Category	Cyber Intel Analyst
Duties	Performs collection and aggregation of data from open sources and input from the forensic and network security teams to piece together the overall picture of criminal activity for a given project
Qualifications	- A Bachelor's degree in Computer Science, Information Systems, Network Security Engineering, or related specific technical discipline - Detailed technical reporting capability with a strong ability to communicate finding orally. - In-depth knowledge of digital networks and telecommunications methods. - Ability to work independently as well as in a team environment.
Minimum Education & Years of Experience	- Bachelor's Degree 2 Years - No Degree required with 5 years relevant experience

Cyber Intel Analyst – Advanced	
Labor Category	Cyber Intel Analyst – Advanced
Duties	Conducts correlation of data from many sources to piece together the criminal activity, utilizing years of experience in intelligence analysis
Qualifications	- A Bachelor's degree in Computer Science, Information Systems, Network Security Engineering, or related specific technical discipline - Detailed technical reporting capability with a strong ability to communicate finding orally. - In-depth knowledge of digital networks and telecommunications methods. - Ability to work independently as well as in a team environment.
Minimum Education & Years of Experience	- Bachelor's Degree 4 Years - No Degree required with 7 years relevant experience
Cyber Intel Analyst - Senior	
Labor Category	Cyber Intel Analyst - Senior
Duties	Oversees cyber intelligence collection and analysis operations and uses extensive intelligence analysis experience to piece together the most complex criminal activity
Qualifications	- A Bachelor's degree in Computer Science, Information Systems, Network Security Engineering, or related specific technical discipline - Detailed technical reporting capability with a strong ability to communicate finding orally. - In-depth knowledge of digital networks and telecommunications methods. - Ability to work independently as well as in a team environment.
Minimum Education & Years of Experience	- Bachelor's Degree 7 Years - No Degree required with 10 years relevant experience
Database Management Specialist	
Labor Category	Database Management Specialist
Duties	Provides Database administration support including installation, upgrades, creating application structures, management of user access, monitoring performance, performing backups.
Qualifications	- Proficient with a majority of the technologies, to include but not limited to, UNIX, Win- based systems, IBM Systems, Dell Servers, EMC Storage Arrays, UNIX, Sun Solaris, Oracle 8/9i/10g, and/or Sybase ASE15/SQL-Anywhere 10 - Practical knowledge of: DB admin tasks, techniques, and tools; the associated data definition, data manipulation, and database query languages (e.g., SQL, OSQL, JDBC, ODBC), How to administer DBs in a distributed, heterogeneous environment (e.g., HW, OS, server software, browsers, etc.). - Knowledge of: The theory, practice, and tools of database management; Database security mechanisms. Database tuning and trend analysis.

	Knowledge of the Application domain; Business enterprise of the customer's organization; Integration and database testing theory, practice, and tools; Configuration identification, configuration control, and associated CM tools; and Software-to-database integration techniques
Minimum Education & Years of Experience	- Bachelor's Degree 3 years
Labor Category	Database Management Specialist – Senior
Duties	- Manages the development of data base projects. - Plans and budgets staff and data base resources. When necessary, reallocates resources to maximize benefits. - Prepares and delivers presentations on data base management systems (DBMS) concepts. Provides daily supervision and direction to support staff.
Qualifications	Demonstrated experience with data base design and system analysis, current operating systems software internals and data manipulation languages and experience with maintenance of data base systems.
Minimum Education & Years of Experience	- Bachelor's Degree 10 years - No Degree required with 13 years of relevant experience
Labor Category	Data Security Specialist
Duties	- Responsible for monitoring and responding to network events and end-user support requests, Network Operations Center. - Troubleshoots outages and escalates issues to appropriate technical teams or outside vendors. - Writes and disseminates Outage Notifications and other official communications to IT management executives and other points of contact.
Qualifications	- Experience working with WAN infrastructure and vendors - Hands-on Cisco command line and/or Windows Server administrative experience - A+, Network+ and/or Security+ desired
Minimum Education & Years of Experience	- Bachelor's Degree 3 years
Labor Category	Disaster Recovery Specialist
Duties	- Provides support in the development of a government agency's emergency management and business recovery plans. - Performs functions pertaining to business risk assessments; review and develop business recovery strategies. - Drafts procedures for identifying failures and invoking contingency plans; create response procedures and identify communications

	channels; communicate with various response teams during testing and actual execution of recovery procedures. • Supports the design, development, installation, implementation, and administration of backup solutions. • Makes recommendations regarding on system enhancements.
Qualifications	• Demonstrated past experience with business recovery or disaster recovery planning and a general knowledge of business processes, management structures, and technology programs/platforms. Strong verbal and written communications skills are critical.
Minimum Education & Years of Experience	• Bachelor's Degree • 3 years
Labor Category	Documentation Specialist
Duties	• Gathers, analyzes, and composes technical information. • Conducts research and ensures the use of proper technical terminology. • Translates technical information into clear, readable documents to be used by technical and non-technical personnel.
Qualifications	• Specialized experience includes preparing technical documentation, to include researching for applicable Government and industry documentation standards. General experience includes technical writing and documentation experience pertaining to all aspects of ADP. Demonstrated ability to work independently or under only general direction.
Minimum Education & Years of Experience	• Associate's Degree • 3 years • No Degree is required with 6 years of relevant experience
Labor Category	Forensic Examiner
Duties	• Performs forensic analysis of operating/file systems and network intrusion artifacts. • Performs basic malware analysis
Qualifications	• A Bachelor's degree in Computer Science, Information Systems, Network Security Engineering, or related specific technical discipline • A firm working knowledge of various operating and network systems, encryption programs and data retrieval procedures and the ability to provide IT support. • The ability to analyze digital data and think outside the box as an investigator. • The ability to communicate findings orally (i.e., in court), in writing and to communicate cohesively with all members of the investigative team/organization/corporation. • Ability to work independently as well as in a team environment.
Minimum Education	• Bachelor's Degree • 2 Years • No Degree required with 4 years relevant experience



& Years of Experience	
Labor Category	Forensic Examiner - Advanced
Duties	• Performs advanced analysis of servers, workstations, network security appliance logs, etc. • Specialist in network intrusion analysis
Qualifications	• A Bachelor's degree in Computer Science, Information Systems, Network Security Engineering, or related specific technical discipline A firm working knowledge of various operating and network systems, encryption programs and data retrieval procedures and the ability to provide IT support. • The ability to analyze digital data and think outside the box as an investigator. • The ability to communicate findings orally (i.e., in court), in writing and to communicate cohesively with all members of the investigative team/organization/corporation. • Ability to work independently as well as in a team environment.
Minimum Education & Years of Experience	• Bachelor's Degree • 4 Years • No Degree required with 7 years of relevant experience
Labor Category	Forensic Examiner - Senior
Duties	• Oversees and performs advanced analysis of systems, network artifacts, and malicious code. • Assists in formal documentation of results (as required) in reports and presentations. • Provides guidance to other examiners and leads specific forensics tasks • Assists cyber SOC with live network intrusion event analysis
Qualifications	• A Bachelor's degree in Computer Science, Information Systems, Network Security Engineering, or related specific technical discipline A firm working knowledge of various operating and network systems, encryption programs and data retrieval procedures and the ability to provide IT support. • The ability to analyze digital data and think outside the box as an investigator. • The ability to communicate findings orally (i.e., in court), in writing and to communicate cohesively with all members of the investigative team/organization/corporation. • Ability to work independently as well as in a team environment.



Minimum Education & Years of Experience	• Bachelor's Degree • 7 Years • No Degree required with 10 years of relevant experience
Labor Category	Forensic Technician
Duties	• Performs system imaging, data extraction, and data recovery from complex systems • Performs limited media repair
Qualifications	• A Bachelor's degree in Computer Science, Information Systems, Network Security Engineering, or related specific technical discipline • Ability to work independently as well as in a team environment.
Minimum Education & Years of Experience	• Bachelor's Degree • 1 Years • No Degree required with 2 years relevant experience
Labor Category	Functional [Subject Matter] Expert
Duties	• Analyzes user needs to determine functional requirements. • Performs functional allocation to identify required tasks and their interrelationships. • Identifies resources required for each task. • Possesses requisite knowledge and expertise so recognized in the professional community that the Government is able to qualify the individual as an expert in the field.
Qualifications	• Technical experience, including project management experience with at least three years related to the area of specialization. • Exceptional oral and written communication skills are required.
Minimum Education & Years of Experience	• Bachelor's Degree • 8 years
Labor Category	Functional Analyst
Duties	• Analyzes user needs to determine functional and cross-functional requirements. • Performs functional allocation to identify required tasks and their interrelationships. • Identifies resources required for each task.
Qualifications	• Specialized experience in developing functional requirements for complex integrated ADP systems. • Ability to work independently or under only general direction.
Minimum Education & Years of Experience	• Bachelor's Degree • 6 years • No Degree required with 10 years of relevant experience
Labor Category	Functional Analyst – Senior



Duties	- Analyzes user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. - Identifies resources required for each task. - Provides daily supervision and direction to support staff.
Qualifications	- Specialized experience with ADP system functional analysis. - Experience in developing functional requirements for complex integrated ADP systems. - Able to work independently or under only general direction.
Minimum Education & Years of Experience	- Bachelor's Degree 10 years - No Degree is required with 13 years of relevant experience
Labor Category	Graphics Specialist
Duties	- Provides a wide range of graphic, audio-visual, briefing and multi-media presentations for official use to include publication of plans, strategies, various pamphlets, and newsletters. - Provides multi-media support to large conferences and trade shows. Provide photographic support events. - Translates guidance for and write Web pages in a combination of codes. - Research, locate, download, and edit necessary video audio clips in various formats. - Interface and coordinate with clients for large quantity productions. - Maintains, record and file of work performed.
Qualifications	- Ability to work independently as well as in a team environment. - Proficiency in at least one graphic software, to include but not limited to: Adobe CS5 or higher (InDesign, Illustrator, Photoshop), Adobe Acrobat, Suitcase Fusion, Macintosh OS, Microsoft Office, web design, HTML and Flash is required. Knowledge of animation and motion graphics software (Adobe Flash and Adobe After Effects) would be a plus.
Minimum Education & Years of Experience	- Associate degree 1 year
Labor Category	Hardware Installation Technician
Duties	- Responsible for identifying and resolving hardware and software issues that could not be resolved over the telephone. - Responsible for repair, maintenance, and tracking of client equipment and operating within client Service Level Agreements.
Qualifications	- Good problem solving and troubleshooting skills - Experience in troubleshooting current Microsoft operating systems and Office applications - Basic network knowledge of networks and network systems
Minimum Education & Years of Experience	- Associate's Degree 1 year



Labor Category		Hardware Installation Technician - Senior
Duties		- Responsible for identifying and resolving hardware and software issues that could not be resolved over the telephone. - Responsible for repair, maintenance, and tracking of client equipment and operating within client Service Level Agreements.
Qualifications		- May be responsible for supervising work of junior technicians - Good problem solving and troubleshooting skills - Experience in troubleshooting current Microsoft operating systems and Office applications - Knowledge of networks and network systems
Minimum Education & Years of Experience		- Bachelor's Degree 6 years
Labor Category		Hardware Specialist
Duties		- Responsible for identifying and resolving hardware and software issues that could not be resolved over the telephone. - Responsible for repair, maintenance, and tracking of client equipment and operating within client Service Level Agreements.
Qualifications		- Excellent oral and written communications skills - Excellent problem solving and troubleshooting skills - Experience in troubleshooting current Microsoft operating systems and Office applications - Basic network knowledge of networks and network systems
Minimum Education & Years of Experience		- Associate's Degree 3 years
Labor Category		Help Desk Manager
Duties		- Has overall responsibility for help desk operations 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. - May maintain responsibility for development, maintenance, and integrity of help desk software. - Directs interface with the client and provide overall management of both the assigned project as well as the assigned team.
Qualifications		- Must have experience and knowledge of PC operating systems, e.g., DOS, Windows, as well as networking and mail standards and work on a help desk. - Strong experience with project plans and Standard Operating Procedures in a Help Desk Environment. - General experience includes information systems development and other work in the client/server field, or related fields. - Demonstrated ability to communicate orally and in writing and a positive customer service attitude.



Minimum Education & Years of Experience	• Bachelor's Degree • 5 years
Labor Category	Help Desk Specialist
Duties	• Provides phone and in-person support to users in the areas of e-mail, directories, standard Windows desktop applications, and applications developed under this contract or predecessors. • Serves as the initial point of contact for troubleshooting hardware/software PC and printer problems.
Qualifications	• Three years of specialized experience in the area of PC operating systems, e.g., DOS, Windows, as well as networking and mail standards and work on a help desk is required. • General experience includes information systems development and other work in the client/server field, or related fields. • Demonstrated ability to communicate orally and in writing and a positive customer service attitude is desired.
Minimum Education & Years of Experience	• Associate's Degree • 5 years • No degree is required with 8 years of relevant experience.
Labor Category	Incident Manager
Duties	• Lead Information Technology (IT) Protection projects involving strategy, implementation, support, and software and hardware optimization related to IT operations, business processes, business resiliency, security, and data integrity. • Respond to information security breaches and conduct investigations and review security profiles to assess how application security is being used as a part of the overall business process control environment. • Facilitate business process design as it relates to managing identities and access privileges such as architecture, delegated administration models, workflow models, and access control models. • Understand current regulatory environment and related implications to identify management and security compliance as well present firm-based approaches and associated messaging.
Qualifications	• Comprehensive understanding of the computer networking and the OSI model. • Technical experience, including project management experience with at least three years related to the area of specialization. • Thorough knowledge and understanding of computer security and IT protection implementation models. • Exceptional oral and written communication skills are required. • Ability to work independently as well as in a team environment. • Extensive knowledge base in operations, systems evaluation, and architecture.



	Exceptional interpersonal, team building, mentoring, and leadership skills with a demonstrated ability to gain the confidence and respect of senior level executives
Minimum Education & Years of Experience	- Bachelor's Degree 10 Years - No Degree required with 15 years relevant experience
Labor Category	Information Engineer - Senior
Duties	- Evaluate and enhance the existing program for monitoring service delivery. - Provide consistent service delivery to customers, standardize reporting and ensure quality services. - Work with technical staff to follow up on escalated incidents, reviewing and standardizing report dissemination to ensure consistent monitoring. - Report on wait times for each customer. - Proactively identify issues and evaluate continuity of processes to monitor and ensure continued high-quality service delivery. - Monitor system activities and fine tunes system parameters and configuration to optimize performance - Evaluate existing solutions and infrastructure and provides recommendations. - Research and evaluate the existing program for monitoring service delivery. - Report on customer ticket resolution in line with satisfaction, quality of service delivery and operational effectiveness. - Standardize existing and new reporting requirements across the branch. - Monitor continuity of processes to ensure continued high-quality service delivery
Qualifications	- Coordinate between support and development teams to ensure effective delivery of monitoring services to the end-user - Stay abreast of the latest monitoring technology and trends - Strong comprehension skills for understanding needs and developing and applying solutions - Ability to identify, initiate, manage and prioritize multiple tasks - Working knowledge and hands on experience with Microsoft Office tools (Project, Excel, Word, Outlook) - Ability to deal with ambiguity and change
Minimum Education & Years of Experience	- Bachelor's Degree 5+ years' experience
Labor Category	Information Engineer - Principle
Duties	- Evaluate and enhance the existing program for monitoring service delivery. - Provide consistent service delivery to customers, standardize reporting, and ensure quality services.



	• Work with technical staff to follow up on escalated incidents, reviewing and standardizing report dissemination to ensure consistent monitoring. • Report on wait times for each customer. • Proactively identify issues and evaluate continuity of processes to monitor and ensure continued high-quality service delivery. • Monitor system activities and fine tunes system parameters and configuration to optimize performance • Evaluate existing solutions and infrastructure and provides recommendations. • Research and evaluate the existing program for monitoring service delivery. • Report on customer ticket resolution in line with satisfaction, quality of service delivery and operational effectiveness. • Standardize existing and new reporting requirements across the branch. • Monitor continuity of processes to ensure continued high-quality service delivery
Qualifications	• Coordinate between support and development teams to ensure effective delivery of monitoring services to the end-user • Stay abreast of the latest monitoring technology and trends • Strong comprehension skills for understanding needs and developing and applying solutions • Ability to identify, initiate, manage and prioritize multiple tasks • Working knowledge and hands on experience with Microsoft Office tools (Project, Excel, Word, Outlook) • Ability to deal with ambiguity and change
Minimum Education & Years of Experience	• Bachelor's Degree • 7+ years' experience
Labor Category	Information Systems Training Specialist
Duties	• Conducts research necessary to develop and revise training courses and prepare appropriate training catalogs for both technical and non-technical IT personnel. • Conducts formal classroom courses, workshops, seminars and/or computer based/computer aided training.
Qualifications	• Ability to deliver training effectively to a wide variety of audiences, including end users, senior managers, and technical personnel. • Independent skills to deal diplomatically and effectively with students and Government project managers. • A thorough understanding of the subject matter to be taught to include appropriate computer systems or applications. • Ability to work creatively, independently and with minimum guidance. • Must have experience with curriculum development, course materials preparation and course delivery.
Minimum Education & Years of Experience	• Bachelor's Degree • 1 year



IT Hardware Specialist	
Labor Category	IT Hardware Specialist
Duties	- Reviews computer systems in terms of machine capabilities and man-machine interface. Prepares reports and studies concerning hardware. - Prepares functional requirements and specifications for hardware acquisitions. - Ensures that problems have been properly identified and solutions will satisfy the user's requirements.
Qualifications	Experience with actual products being supported. Products include but are not limited to IBM compatible hardware and peripherals, Windows (NT, 98, 95) clients, Office Suites such as Microsoft or Lotus, problem-tracking systems, and experience with custom applications support.
Minimum Education & Years of Experience	- Associate's Degree 1 year
Local Area Network Administrator	
Labor Category	Local Area Network Administrator
Duties	- Provide design, installation, configuration, and support of an agency's LAN system. - Provide support in maintaining network hardware and software, analyzing problems, and monitoring the network to ensure availability to system users. - Provide support in the planning, coordination, and implementation of network security measures. - Establish and maintain network, email, and internet/intranet access. - Troubleshoot all system problems. Provide user training. Participate in migrations and upgrades.
Qualifications	Experience with Novell Administration, Windows NT Workstation, Protocol Analyzers, PC Hardware and Peripherals and MS or Corel Suite of Office products.
Minimum Education & Years of Experience	- Bachelor's Degree 3 years
Local Area Network Support Technician	
Labor Category	Local Area Network Support Technician
Duties	- Provide support to monitor, install and perform maintenance on personal computers, laptop computers, software, and networks. - Provide support in responding to system user requests for assistance. - Provide support for on-the-spot diagnostic evaluations, implementation of corrections, and training users in proper operation of systems and programs. - Provide support to install and provide basic support for approved PC software; perform upgrades to all computer platforms, train office staff on computers, maintain logs and inventory of equipment repairs, assist in administering all computer platforms as directed and assist in resolving any operations problems.



	Provide to the agency LAN Administrator with Server maintenance and administration.
Qualifications	- Technical product knowledge includes but is not limited to IBM compatible hardware and peripherals, Windows (NT, 98, 95) clients, Office Suites such as Microsoft or Lotus, problem-tracking systems, and experience with custom applications support. - Experience with TCP/IP, Web-based applications, Internet technologies and network connectivity (LAN/WAN).
Minimum Education & Years of Experience	- Bachelor's Degree 3 years
Labor Category	Management Consulting I
Duties	- Designs and delivers organizational or process change efforts to include strategic planning, process reengineering/improvement, organizational design, or technology implementation. - Conducts organizational or process analysis, modeling, and implementation of improvements.
Minimum Education & Years of Experience	- Bachelor's Degree or Equivalent 5 years (general experience)
Labor Category	Management Consulting II
Duties	- Designs and delivers organizational or process change efforts to include strategic planning, process reengineering/improvement, organizational design, or technology implementation. - Conducts organizational or process analysis, modeling, and implementation of improvements.
Minimum Education & Years of Experience	- Bachelor's Degree 8 years (general experience)
Labor Category	Management Consulting III
Duties	- Designs and delivers organizational or process change efforts to include strategic planning, process reengineering/improvement, organizational design, or technology implementation. - Conducts organizational or process analysis, modeling, and implementation of improvements.
Minimum Education & Years of Experience	- Bachelor's Degree 10 years (general experience)
Labor Category	Malware Analyst
Duties	Performs analysis and reverse engineering of malicious code
Qualifications	- A Bachelor's degree in Computer Science, Information Systems, Network Security Engineering, or related specific technical discipline - Comprehensive understanding of the computer networking and the OSI model.

	• Familiarity with operating system concepts. • Working knowledge of high- and low-level programming • Thorough knowledge and understanding of computer security. • Ability to work independently as well as in a team environment.
Minimum Education & Years of Experience	• Bachelor's Degree • 2 Years • No Degree required with 4 years relevant experience
Labor Category	Malware Analyst - Advanced
Duties	• Performs advanced analysis and reverse engineering of malicious code
Qualifications	• A Bachelor's degree in Computer Science, Information Systems, Network Security Engineering, or related specific technical discipline • Comprehensive understanding of the computer networking and the OSI model. • Thorough knowledge and understanding of computer security. Familiarity with operating system concepts. • Working knowledge of high- and low-level programming • Ability to work independently as well as in a team environment.
Minimum Education & Years of Experience	• Bachelor's Degree • 4 Years • No Degree required with 7 years relevant experience
Labor Category	Malware Analyst - Senior
Duties	• Oversees malware analysis operations and conducts reverse engineering of the most difficult samples of malicious code
Qualifications	• A Bachelor's degree in Computer Science, Information Systems, Network Security Engineering, or related specific technical discipline • Comprehensive understanding of the computer networking and the OSI model. • Thorough knowledge and understanding of computer security. • Familiarity with operating system concepts. • Working knowledge of high- and low-level programming • Ability to work independently as well as in a team environment.
Minimum Education & Years of Experience	• Bachelor's Degree • 7 Years • No Degree required with 10 years relevant experience
Labor Category	Network Installation Technician
Duties	• Conducts site surveys. • Assesses and documents current site network configuration and user requirements. • Designs and optimizes network topologies. Follows engineering plans and site installation Technical Design Packages. • Develops installation schedules. Works with network installation team.

	- Assists in the preparation of drawing and documenting configuration changes at each site. - Prepares site installation and test reports.
Qualifications	- Experience in required product expertise. Products may include but are not limited to IBM compatible hardware and peripherals, Windows (NT, 98, 95) clients, Office Suites such as Microsoft or Lotus, problem-tracking systems, and experience with custom applications support. - Experience in network connectivity.
Minimum Education & Years of Experience	- Associate's Degree 3 years
Labor Category	Network Installation Technician – Senior
Duties	- Organizes and directs network installations on site surveys. - Assesses and documents current site network configuration and user requirements. - Designs and optimizes network topologies. - Directs and leads preparation of engineering plans and site installation Technical Design Packages. - Develops installation schedules. - Mobilizes network installation team. - Directs and leads preparation of drawings documenting configuration changes at each site. - Prepares site installation and test reports. - Coordinates post installation operations and maintenance support
Qualifications	- Experience associated with, IBM compatible hardware and peripherals, Windows (NT, 98, 95) clients, Office Suites such as Microsoft or Lotus, problem-tracking systems, and experience with custom applications support as required. - Experience in network connectivity.
Minimum Education & Years of Experience	- Associate's Degree 3 years
Labor Category	Network Specialist I
Duties	- Establishes network specifications by conferring with users; analyzing workflow, access, information, and security requirements; designing router administration, including interface configuration and routing protocols. - Establishes network by evaluating network performance issues including availability, utilization, throughput, and latency; planning and executing the selection, installation, configuration, and testing of equipment; defining network policies and procedures; establishing connections and firewalls. - Maintains network performance by performing network monitoring and analysis, and performance tuning; troubleshooting network problems; escalating problems to vendor.



	• Secures network by developing network access, monitoring, control, and evaluation; maintaining documentation.
Qualifications	• Experience with MS Operating Environment and/or Linux Operating Environment. • Experience with virtualization technologies, such as VMWare if required. • Experience with networking technologies such CISCO.
Minimum Education & Years of Experience	• Bachelor's Degree • 1 year
Labor Category	Network Specialist II
Duties	• Establishes network specifications by conferring with users; analyzing workflow, access, information, and security requirements; designing router administration, including interface configuration and routing protocols. • Establishes network by evaluating network performance issues including availability, utilization, throughput, and latency; planning and executing the selection, installation, configuration, and testing of equipment; defining network policies and procedures; establishing connections and firewalls. • Maintains network performance by performing network monitoring and analysis, and performance tuning; troubleshooting network problems; escalating problems to vendor. • Secures network by developing network access, monitoring, control, and evaluation; maintaining documentation.
Qualifications	• Experience with MS Operating Environment and/or Linux Operating Environment. • Experience with virtualization technologies, such as VMWare if required. • Experience with networking technologies such CISCO.
Minimum Education & Years of Experience	• Bachelor's Degree • 3 years
Labor Category	Network Specialist III
Duties	• Establishes network specifications by conferring with users; analyzing workflow, access, information, and security requirements; designing router administration, including interface configuration and routing protocols. • Establishes network by evaluating network performance issues including availability, utilization, throughput, and latency; planning and executing the selection, installation, configuration, and testing of equipment; defining network policies and procedures; establishing connections and firewalls.

	• Maintains network performance by performing network monitoring and analysis, and performance tuning; troubleshooting network problems; escalating problems to vendor. • Secures network by developing network access, monitoring, control, and evaluation, maintaining documentation. • Prepares users by designing and conducting training programs; providing references and support.
Qualifications	• Experience with MS Operating Environment and/or Linux Operating Environment. • Experience with virtualization technologies, such as VMWare and networking technologies such as CISCO, if required.
Minimum Education & Years of Experience	• Bachelor's Degree • 6 years
Labor Category	Network Security Engineer
Duties	• Analyzes and administered network security systems and/or information systems. • Safeguards the network against unauthorized modification, destruction, or disclosure. • Researches, evaluates, designs, tests, recommends communicates, and implements new security software or devices.
Qualifications	• A Bachelor's degree in Computer Science, Information Systems, Network Security Engineering, or related specific technical discipline • Comprehensive understanding of the computer networking and the OSI model. • Thorough knowledge and understanding of computer security. • Ability to work independently as well as in a team environment.
Minimum Education & Years of Experience	• Bachelor's Degree • 2 Years • No Degree required with 4 years of relevant experience
Labor Category	Network Security Engineer - Advanced
Duties	• Analyzes and administers network security systems and/or information systems. • Safeguards the network against unauthorized modification, destruction, or disclosure. • Researches, evaluates, designs, tests, recommends communicates, and implements new security software or devices.
Qualifications	• A Bachelor's degree in Computer Science, Information Systems, Network Security Engineering, or related specific technical discipline • Comprehensive understanding of the computer networking and the OSI model. • Thorough knowledge and understanding of computer security. • Ability to work independently as well as in a team environment.



Minimum Education & Years of Experience	• Bachelor's Degree • 4 Years • No Degree required with 7 years relevant experience
Labor Category	Network Security Engineer - Senior
Duties	• Oversees and performs analysis and administration of network security systems and/or information systems. • Safeguards the network against unauthorized modification, destruction, or disclosure. • Researches, evaluates, designs, tests, recommends communicates, and implements new security software or devices.
Qualifications	• A Bachelor's degree in Computer Science, Information Systems, Network Security Engineering, or related specific technical discipline • Comprehensive understanding of the computer networking and the OSI model. • Thorough knowledge and understanding of computer security. • Ability to work independently as well as in a team environment.
Minimum Education & Years of Experience	• Bachelor's Degree • 7 Years • No Degree required with 10 years relevant experience
Labor Category	Operations Manager
Duties	• Manages the relationship with government customer, other internal IT teams and IT service providers or partners that provide IT services within campus environment. • Ability and willingness to hold on-call responsibilities to respond to system issues 24x7x365, if required • Manages application-specific production support processes, coordinating the involvement of business and/or IT development resources in problem resolution, as necessary. • Assists Operations Maintenance team with problem triage, categorization, root cause analysis and ability to duplicate a problem • Works with government and other IT partners/service providers to ensure appropriate prioritization for scheduled maintenance, including coordination of priorities across IT infrastructure when required. • Coordinates business approval of production migrations and IT infrastructure changes. • Provides leadership in critical issue resolution. • Facilitates the hand-off of new release functionality from the engineering team to the Operations Maintenance team. • Facilitates the gathering of business requirements to support Operations Maintenance activities, as necessary.
Qualifications	• Experience with MS Operating Environment and/or Linux Operating Environment.



	• Experience with virtualization technologies, such as VMWare if required. • Security+, A+, ITIL v3 Foundations, if required • Prior experience with supporting large Windows 2008 server, VMware based server/client virtualization, MS SQL, ORACLE, Network Protocols and REMEDY
Minimum Education & Years of Experience	• Bachelor's Degree • 8 years
Labor Category	Procurement Product Specialist
Duties	• Responsible for purchasing tasks for all components, products, and services. • Able to multi-task and work on several projects at once, while engaging in full cycle procurement on each project/order. • Assist with procurement related task in dedicated system • Issue RFQ Packages to appropriate vendors for bids • Receive all vendor RFQs for comparison and assist with evaluations based on each project's pertinent criterion. • Setup of items to be purchased in the system when necessary and issuance of purchase orders to appropriate vendors
Qualifications	• Experience with purchasing systems and MS Office products.
Minimum Education & Years of Experience	• Bachelor's Degree • 3 years
Labor Category	Program Manager
Duties	• Serves as the contractor's single contract manager and shall be the contractor's authorized interface with the Government Contracting Officer (CO), the contract level Contracting Officer's Representative (COR), government management personnel and customer agency representatives. • Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel and communicating policies, purposes, and goals of the organization to subordinates. Shall be responsible for the overall contract performance and shall not serve in any other capacity under this contract
Qualifications	• Must have at least 10 years of experience related to project development from inception to deployment, expertise in the management and control of funds and resources using complex reporting mechanisms, demonstrated capability in managing multi-task contracts and/or subcontracts of various types and complexity.
Minimum Education & Years of Experience	• Bachelor's Degree • 15 years



Labor Category		Project Control Specialist
Duties		Develops and manages project information relating to project and contract requirements and cost for submittal to the program manager for review and approval. Applies project management and contract principles.
Minimum Education & Years of Experience		- Bachelor's Degree or Equivalent 2 years general experience
Labor Category		Project Manager I
Duties		Leads and manages the planning and execution of projects. Ensures project deliverables are completed within budget, on schedule, and at established quality levels. Effectively allocates and utilizes personnel and materials resources. Manages relationships between customer, teaming partners and the corporation. Coordinates and manages project schedules, resource allocation and the full spectrum of project management-related tasks and activities.
Minimum Education & Years of Experience		- Bachelor's Degree or Equivalent 5 years general experience
Labor Category		Project Manager II
Duties		Leads and manages the planning and execution of projects. Ensures project deliverables are completed within budget, on schedule, and at established quality levels. Effectively allocates and utilizes personnel and materials resources. Manages relationships between customer, teaming partners and the corporation. Coordinates and manages project schedules, resource allocation and the full spectrum of project management-related tasks and activities
Minimum Education & Years of Experience		- Bachelor's Degree 8 years General Experience
Labor Category		Project Manager III
Duties		Leads and manages the planning and execution of projects. Ensures project deliverables are completed within budget, on schedule, and at established quality levels. Effectively allocates and utilizes personnel and materials resources. Manages relationships between customer, teaming partners and the corporation. Coordinates and manages project schedules, resource allocation and the full spectrum of project management-related tasks and activities.
Minimum Education & Years of Experience		- Bachelor's Degree may include relevant certifications (e.g., PMI or Microsoft) 10 years general experience
Labor Category		Programmer Analyst
Duties		Arranges project requirements in programming sequence by analyzing requirements, preparing a workflow chart and diagram using knowledge



	of computer capabilities, subject matter, programming language, and logic. • Programs the computer by encoding project requirements in computer language; entering coded information into the computer. • Confirms program operation by conducting tests, modifying program sequence and/or codes. • Provides reference for use of prime and personal computers by writing and maintaining user documentation, maintaining a help desk. • Maintains computer systems and programming guidelines by writing and updating policies and procedures. • Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies. • Keeps equipment operational by calling for repairs; following manufacturer's instructions and established procedures; evaluating new equipment. • Protects operations by keeping information confidential. • Contributes to team effort by accomplishing related results as needed. • Develops and maintains applications and databases by evaluating client needs; analyzing requirements; developing software systems.
Qualifications	• Analyzing Information, C, Problem Solving, Attention to Detail, Software Design, Software Debugging, Software Development Fundamentals, Software Documentation, Software Testing, Software Requirements, Software Development Process
Minimum Education & Years of Experience	• Bachelor's Degree • 3 years
Labor Category	Quality Assurance Analyst
Duties	• Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, review of program documentation to assure government standards/requirements are adhered to, and for progress in accordance with schedules. • Coordinates with the Project Manager and/or Quality Assurance Manager to ensure problem solution and user satisfaction. • Makes recommendations, if needed, for approval of major systems installations. • Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives.
Qualifications	• This position requires at least three years of experience in areas such as the following: analysis and design of business applications on complex systems for large-scale computers, data base management, use of programming languages, and/or DBMS. • Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to use in

	coding, testing, and debugging of computer programs. Proven understanding and application of government documentation standards. Ability to work independently or under only general direction on complex application problems involving all phases of systems analysis is required.
Minimum Education & Years of Experience	- Bachelor's Degree 6 years - No Degree is required with 8 years of relevant experience
Labor Category	Quality Assurance Manager
Duties	- Establishes and maintains a process for evaluating software and associated documentation. - Determines the resources required for quality control. - Maintains the level of quality throughout the software life cycle. - Conducts formal and informal reviews at pre-determined points throughout the development life cycle. - Provides daily supervision and direction to support staff.
Qualifications	- This position requires a minimum five years of experience in QA areas such as the following: Configuration Management, verification and validation, software testing and integration, software metrics and their application to software quality assessment. - Experience should reflect increasing responsibilities associated with quality assurance, quality control, and team leadership.
Minimum Education & Years of Experience	- Bachelor's Degree 8 years - No Degree is required with 13 years of relevant experience
Labor Category	Quality Assurance Specialist
Duties	- Establishes and maintains a process for evaluating service levels, software, processes and/ or associated documentation. - Determines the resources required for quality control. Maintains the level of quality throughout the project. - Conducts formal and informal reviews at pre-determined points throughout project. - Develops and implements quality control methodologies to ensure compliance with quality assurance standards, guidelines, and procedures in a large computer-based organization. - Develops and defines major and minor characteristics of quality including quality metrics and scoring parameters.
Qualifications	Experience with Six Sigma, ISO, CMMI and/or ITIL is a preferred
Minimum Education & Years of Experience	- Bachelor's Degree 3 years
Labor Category	Risk Assessment Consultant
Duties	Conducts risk assessments. Identifies, manages, and communicates risk through form and informal reports and communications. Updates



	evaluations in order to determine and forecast operational impacts, needs, and changes. Reports on operational enhancements and metrics. Establishes risk management policies and procedures, and guidelines on risk mitigation. Identifies problems and recommends solutions to risk assessments.
Minimum Education & Years of Experience	- Bachelors 5 years general experience
Labor Category	Software Systems Engineer
Duties	- Provides identification/fixing of problems within existing software, design/implementation of new systems and enhancement of existing applications. - Participates in analysis, design, and new construction of next generation IT applications. - Responsible for understanding the needs of the customers and the realities of commercially available IT products and creating requirements that will allow implementation by the development team and COTS products.
Qualifications	Must have solid technical background with a focus on software and systems. General knowledge of telecommunications (e.g., TCP/IP, OIS/CMIP/X25), computer languages (e.g., C++, SQL, V/Basic), operating systems (ex. - Windows, NT, UNIX), database /DBMS (ex. - Oracle, Access, Sybase) and applications (ex. - Tivoli, Peoplesoft, etc.) is required. General knowledge of how customers use IT solutions. Familiarity with SEI/CMM and/or ISO 9001 environments desirable.
Minimum Education & Years of Experience	- Bachelor's Degree 5 years
Labor Category	Subject Matter Expert (Senior)
Duties	The SME imparts extensive, enterprise-wide knowledge and experience in one or more functional areas. Provides insight and advice concerning strategic direction and guidance on best practices and industry standard solutions. Responsible for providing high- level vision to program/project manager or senior client leadership. The Subject Matter Expert supports development of methods to align the organization's strategy and goals with its current and/or future structure, processes, systems, and personnel.
Minimum Education & Years of Experience	- Masters 10 years
Labor Category	System Administrator
Duties	Supervises and manages the daily activities of configuration and operation of business systems which may be mainframe, mini, or client/server based.

	- Optimizes system operation and resource utilization and performs system capacity analysis and planning. - Aids users in accessing and using business systems.
Qualifications	A minimum of 3 years of experience in administrating computer systems is required. General experience includes operations experience on a large-scale computer system or a multi-server local area network.
Minimum Education & Years of Experience	- Bachelor's Degree 4 years
	Systems Analyst
Duties	Perform analysis, specification development, testing, system administration and documentation on technology solutions that support the day-to-day operation of the program
Qualifications	- Possesses an enterprising attitude to articulate creative suggestions and methods in a structured environment. - Must have excellent written and verbal communication skills. - Strong interpersonal skills with the ability to function at a high level in a collaborative environment.
Minimum Education & Years of Experience	- Bachelor's Degree 3 years
Labor Category	Systems Architect – Senior
Duties	- Establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. - Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. - Ensures these systems are compatible and in compliance with the standards for open systems architectures, the Open Systems Interconnection (OSI) and International Standards Organization (ISO) reference models, and profiles of standards.
Qualifications	Must have project management experience and a minimum of 3 years of direct experience with some of the following: COBOL, Visual Basic, C/C++, Cool Suite, HTML, Web Development, and security applications.
Minimum Education & Years of Experience	- Bachelor's Degree 8 years
Labor Category	Systems Architect – Principal
Duties	Establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems.

	• Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. • As appropriate, ensures these systems are compatible and in compliance with the standards for open systems architectures, the Open Systems Interconnection (OSI) and International Standards Organization (ISO) reference models, and profiles of standards - such as Institute of Electrical and Electronic Engineers (IEEE) Open Systems Environment (OSE) reference model - as they apply to the implementation and specification of Information Management (IM) solution of the application platform, across the application program interface (API), and the external environment/software application. • Evaluates analytically and systematically problems of workflows, organization, and planning and develops appropriate corrective action. Provides daily supervision and direction to staff.
Qualifications	• Experience must include a minimum of seven years of experience relating to supervision of system architects, use of structured analysis, design methodologies and design tools (such as IDEF 1x, entity relationship diagrams, and other design techniques), object-oriented principles, and experience with the logical and physical functional, operational, and technical architecture of large and complex information systems.
Minimum Education & Years of Experience	• Bachelor's Degree • 12 years
Labor Category	System Operator
Duties	• Monitors and supports computer processing. • Coordinates input, output, and file media. • Distributes output and controls computer operation which may be mainframe, mini, or client/server based.
Qualifications	• Specialized experience operating a large-scale computer system, or a multi-server local area network is required. • Must demonstrate enough knowledge of programming to understand how programs use computer hardware.
Minimum Education & Years of Experience	• Associates Degree • 3 years • No Degree is required with 5 years relevant experience
Labor Category	System Programmer
Duties	• Creates and/or maintains operating systems, communications software, data base packages, compilers, assemblers, and utility programs. • Modify existing software as well as create special-purpose software to ensure efficiency and integrity between systems and applications.
Qualifications	• Five years technical experience with three years in specialization areas of legacy and/or client/server application or systems.

	Bachelor's Degree in Computer Science, Computer Information Systems, Electrical Engineering, Mathematics or other related technical or business discipline such as Management Information Systems, Cognitive Engineering, and Computer Engineering.
Minimum Education & Years of Experience	- Bachelor's Degree 5 years
Labor Category	Technical Writer/Editor
Duties	- Assists in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and reports. - Edits functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents.
Qualifications	Demonstrated experience in editing technical and non-technical documents and ability to work independently or under only general direction.
Minimum Education & Years of Experience	- Bachelor's Degree 3 years - No Degree required with 7 years relevant experience
Labor Category	Telecommunications Engineer
Duties	- Functional Responsibilities: Provide support for coordinating, developing, and delivering computer-related training to the user community. - Provide second level support and coordinate training with help desks. Provide standards, services, and guidance on IT related training programs that are designed to enable government agency personnel to use information technologies and systems more productively. - Services include the development, delivery, and/or coordination of training courses and materials that address specific agency needs.
Qualifications	- Knowledge of appropriate hardware and software (e.g., PCs, MS Windows, MS Office, and applications such as SAP and Peoplesoft). - Must understand computer functions and related technical terminology and how they are applied in everyday business situations. - Must possess exceptional interpersonal skills and superior oral and written communication skills.
Minimum Education & Years of Experience	- Bachelor's Degree 5 years
Labor Category	Training & Development Specialist I
Duties	- Provides insight and advice concerning curriculum development, training concepts, and outcomes. Elicits training needs and requirements from organization and personnel. Applies principles and methods of the subject matter to training solutions. - Supports curriculum and content development and implementation of training plans and programs.



Minimum Education & Years of Experience	• Bachelor's Degree • 3 years
Labor Category	Training & Development Specialist II
Duties	• Provides a higher level of insight and advice concerning curriculum development, training concepts, and outcomes. Elicits training needs and requirements from organization and personnel. Applies principles and methods of the subject matter to training solutions. Applies experience in training courses or course development and delivery.
Minimum Education & Years of Experience	• Bachelor's Degree • 5 years
Labor Category	Training & Development Specialist III
Duties	• Provides expertise; and a subject matter insight and advice concerning curriculum development, training concepts, and outcomes. Elicits training needs and requirements from organization and personnel. Applies principles and methods of the subject matter to training solutions. • Provides experience in multiple training courses or course development efforts and delivery. Other areas of expertise may include individual and organizational assessment and evaluation, organizational development, and the development of leadership/ management skills. Directs the activities of other staff as necessary on activities related to curriculum development and delivery.
Minimum Education & Years of Experience	• Bachelor's Degree • 7 years
Labor Category	Web Content Administrator
Duties	• Work with the client and team to strategically focus on content as a key part of the overall user experience. • Contribute to developing and promoting content strategy, language style guides, and other materials for team and partner communications. • Write and edit accurate and concise content for web portal features. • Perform content inventories and content assessments. • Assist stakeholders in reviewing, refining, and approving content. • Incorporate user research into the content direction and editorial calendar.
Qualifications	• Able to work in a team environment. • Experience working with content management systems. • Experience performing content migrations.
Minimum Education & Years of Experience	• Bachelor's Degree • 3 years
Labor Category	Web Designer



Duties	• Designs, develops, troubleshoots, debugs, and implements software code (such as HTML, CGI, and JavaScript) for components of the website in support of Information Technology (IT) projects. • Works with graphic designers and other members of a project team to develop the site concept, interface design, and architecture of the website. • Responsible for interface implementation. • Requires strong navigation and site design instincts. • Knowledgeable in web development methodology to include CM and testing.
Qualifications	• Intensive and progressive experience in a computer related field including development and design of software systems and WEB development is required.
Minimum Education & Years of Experience	• Bachelor's Degree • 2 years • No Degree required with 5 years of relevant experience
Labor Category	Web Project Manager
Duties	• Provides support in managing the development of agency Web sites. • Leads a team of Content Administrators, Software Developers and Designers. • Provides leadership to a team to gather/analyze client requirements, write/edit web copy, work with internal/external resources on design, coordinate with IT Services on development, and work with Legal/Regulatory on content approvals, coordinate /document all aspects of the project: develop/manage client request/review process, track all requests/changes, and adhere to a project timeline.
Qualifications	• Experience in project management, web design and development using HTML and JAVA is required. Provide on-the-job training for the development, maintenance, and updating of Web pages. • Working knowledge of browsers, WYSIWYG editors, graphic design software (ex. - Photoshop, Illustrator), animation software and image optimization is desirable.
Minimum Education & Years of Experience	• Bachelor's Degree • 5 years
Labor Category	Web Software Developer
Duties	• Provide support to develop Web based applications including online customer service to transform government agencies to be able to deliver their services online. • Provides support in developing the site concept, interface design, and architecture of the website. • Provides support for the implementation of interfaces to applications.
Qualifications	• Experience with coding in Java is required and knowledge of several of the following areas is desirable: Active Server Pages (ASP), JavaScript,



	and SQL Server, Visual Basic, JavaScript, Access, HTML, DBMS's (e.g., Oracle, Sybase)
Minimum Education & Years of Experience	• Bachelor's Degree • 2 years
Labor Category	Wide Area Network Administrator
Duties	• Provides support for implementation, troubleshooting and maintenance of agency WAN. Assist in designing and managing the WAN infrastructure and any processes related to the WAN. • Provides Production Support of the Network, including day-to-day operations, monitoring and problem resolution for the entire client Networks during assigned work hours. • Provides second level problem identification, diagnosis, and resolution of problems. • Provides support for the dispatch of circuit and hardware vendors involved in the resolution process. • Provides support for the escalation and communication of status to agency management and internal customers.
Qualifications	• Three years experiences in several of the following software systems and architectures: Unix, Windows, DOS, Novell, HP OpenView, OSI7 Layer Model, IP Addressing, Systems Network Architecture, Telco Hierarchical Multiplexing. A working knowledge is desirable of several of the following protocols: IP, IPX, TCP, SNMP/MIB/MIB Ethernet, Token Ring, PPP, Frame Relay, ATM & SDLC. • A working knowledge is desirable in several of the following hardware devices: Cisco Routers, 3 Com, hubs, switches, SNA, Frame Relay, DSU/CSU, and T-1/T-3.
Minimum Education & Years of Experience	• Bachelor's Degree • 3 years