



GSA Federal Supply Services

Authorized Information Technology Schedule Pricelist

**70 - General Purpose Commercial Information Technology
Equipment, Software And Services**

Contract Number: GS-35F-0085X

Contract Period: December 1, 2010 through November 30, 2020

PARSONS GOVERNMENT SERVICES

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Business Size: I – Large Business

Pricelist current through Modification #PS-0016, dated September 19, 2017.



Products and ordering information in this Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System (<http://www.gsaadvantage.gov>).

General Purpose Commercial Information Technology Equipment, Software And Services

SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

- FPDS Code D301 IT Facility Operation and Maintenance
- FPDS Code D302 IT Systems Development Services
- FPDS Code D306 IT Systems Analysis Services
- FPDS Code D307 Automated Information Systems Design and Integration Services
- FPDS Code D308 Programming Services
- FPDS Code 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

SPECIAL ITEM NUMBER 132-62 HSPD-12 PRODUCT AND SERVICE COMPONENTS (FPDS D399).

Personal Identity Verification (PIV) Credentials and Services. This facilitates trusted physical and electronic access to government facilities and networks using smart card technology. PIV Credentials and Services is a key enabler of identity assurance for access control and protects Federal facilities and information systems from unauthorized access, interception, and tampering.

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

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

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

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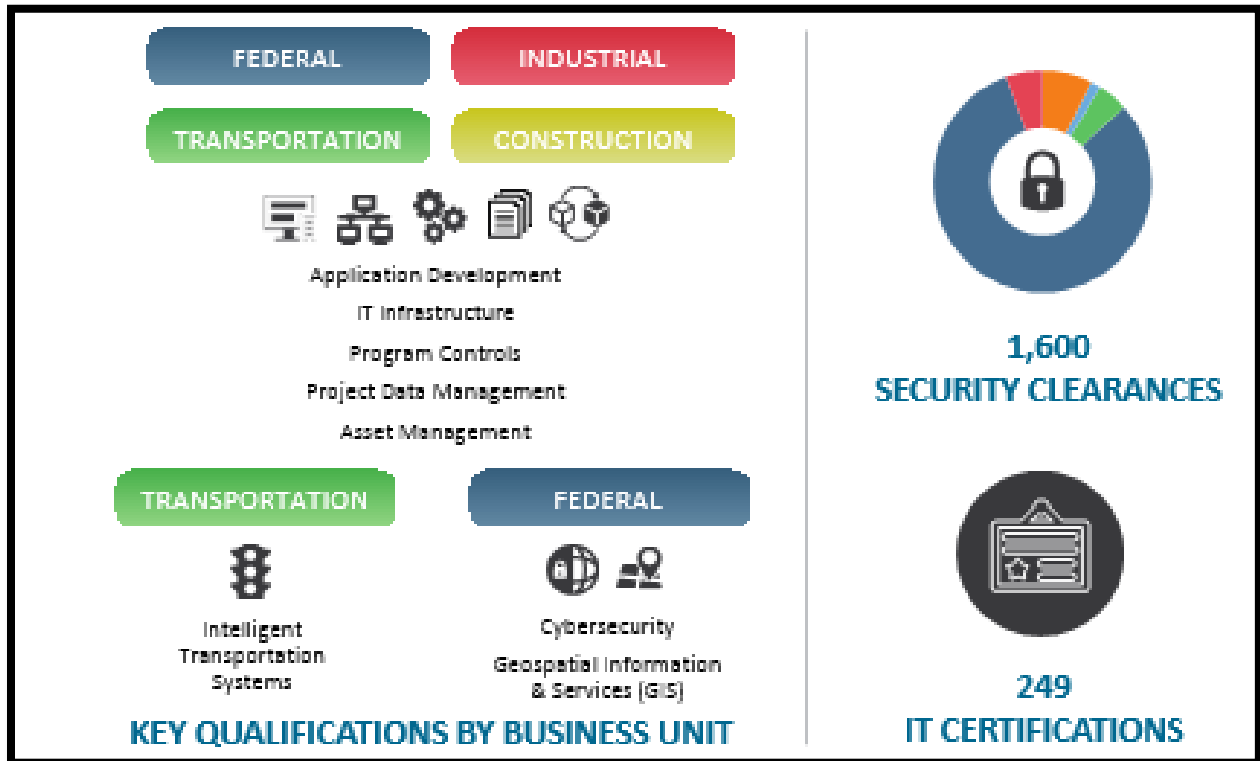
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1.0 INTRODUCTION

Parsons Government Services (Parsons) provides an expansive range of capabilities, many of which, align to the scope of the GSA IT 70 Schedule. From construction to cybersecurity, nuclear to network, design-build of plant facilities with Operational Technology (OT) to data center modernization and desktop virtualization, Parsons brings a unique skill set to Government and commercial customers alike. Our widening array of services, products, and staff augmentation contracts lends a holistic view of technology complemented by a codified, sustainable approach to acquisition as technologies continue to evolve, expand and even evaporate. Throughout history, Parsons has been at the forefront of ensuring our customers possess the leading, and sometimes bleeding, edge of capability. For over 15 years, Parsons SMEs have led the design, development, and sustainment of Shore and Afloat networks, ensuring the Navy Fleet’s ability to communicate securely anywhere in the world. Parsons engineers supported the evolution of the Defense Research Engineering Network (DREN) and its sister classified network, the Secure DREN (SDREN). Expanding from a few sites in 1999 to over 200 today, Parsons designed the security and network infrastructure, providing research and development (R&D) agencies around the country with one of the first private (and secured) clouds with Infrastructure as a Service, Software as a Service and Platform as a Service capabilities. For Air Force and Navy Medical Commands, Parsons led the modernization of their aging networks and systems, consolidating, relocating, and virtualizing the networks, in some cases, down to the desktop. Lastly, Parsons rich history in the transportation, environmental and infrastructure industries have resulted in custom, as well as open source, application and software development for train, aviation and vehicular systems. Just the tip of the iceberg, Parsons has the capabilities and depth to solve customers’ most unique problems. Figure 1-1 provides a high-level overview

Figure 1-1. Parsons has a Comprehensive Portfolio of IT Services Implemented by Cleared and Certified Personnel



2.0 INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS

SPECIAL NOTICE TO AGENCIES: Small Business Participation

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

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

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

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

2.1 GEOGRAPHIC SCOPE OF CONTRACT

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

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

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.

2.2 CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

Ordering Address:

Parsons Government Services, Inc.
 5875 Trinity Parkway, Suite 300
 Centreville, VA 20120
Dalet.Sin@Parsons.com

Payment Address:

Parsons Government Services, Inc.
 Accounts Receivable
 PO Box 88954
 Chicago, IL 60695-1954

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:

Dalet Sin, Contracts Manager

P: 703-988-8500, F: 703-266-7443
 Email: Dalet.Sin@Parsons.com

Kelly Russ, Program Manager

P: 843-323-5607
 Email: Kelly.Russ@Parsons.com

2.3 LIABILITY FOR INJURY OR DAMAGE

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

2.4 STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279

Block 9: G. Order/Modification Under Federal Schedule Contract

Block 16: Data Universal Numbering System (DUNS) Number: 00-6908511 Block 30:

Type of Contractor: C. Large Business

Block 31: Woman-Owned Small Business - **No**

Block 37: Contractor's Taxpayer Identification Number (TIN): 95-1415716

Block 40: Veteran Owned Small Business (VOSB): **No**

4a. CAGE Code: 1BVK6

4b. Contractor has registered with the Central Contractor Registration Database.

2.5 FOB DESTINATION

2.6 DELIVERY SCHEDULE

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

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
<u>132 – 51</u>	<u>As negotiated</u>
<u>132 – 62</u>	<u>As negotiated</u>

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

2.7 DISCOUNTS

Prices shown are NET Prices; Basic Discounts have been deducted. Government Educational Institutions are offered the same discounts as all other Government Customers.

2.8 TRADE AGREEMENTS ACT OF 1979, as amended:

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

2.9 STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING

2.10 SMALL REQUIREMENTS

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

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

- a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:
Special Item Number 132-51 - Information Technology Professional Services
- b. The Maximum Order value for the following Special Item Numbers (SINs) is \$1,000,000:
Special Item Number 132-62 – Homeland Security Presidential Directive 12 Product and Service Components

2.12 ORDERING PROCEDURES FOR FEDERAL SUPPLY 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.

2.13 FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS

Ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

2.13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS)

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

2.13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS)

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

2.14 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 at time and a half of the labor rate).

2.15 CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES

Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs

- (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See 52.212-4)

2.16 GSA ADVANTAGE!

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

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

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

2.17 PURCHASE OF OPEN MARKET ITEMS

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

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

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

2.18 CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

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

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

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

2.19 OVERSEAS ACTIVITIES

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

None

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be

provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

2.20 BLANKET PURCHASE AGREEMENTS (BPAs)

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of 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).

2.21 CONTRACTOR TEAM ARRANGEMENTS

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

2.22 INSTALLATION, DEINSTALLATION, REINSTALLATION

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

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8 or 132-9.

2.23 SECTION 508 COMPLIANCE.

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

www.Parsons.com

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

2.24 PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

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

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

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

2.25 INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997) (FAR 52.228-5)

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

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

- (1) For such period as the laws of the State in which this contract is to be performed prescribe; or
- (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

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

2.26 SOFTWARE INTEROPERABILITY

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

2.27 ADVANCE PAYMENTS

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the 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)

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

3.1 SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 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.

3.2 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.

3.3 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.

3.4 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.

3.5 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.

3.6 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.

3.7 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.

3.8 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.

3.9 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.

3.10 ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

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

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

3.11 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.

3.12 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. 52.216-3 1 (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.

3.13 RESUMES

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

3.14 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.

3.15 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.

3.16 DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT Professional Services. 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:

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

4.0 TERMS AND CONDITIONS APPLICABLE TO HSPD 12 PRODUCT AND SERVICE COMPONENTS (SPECIAL ITEM NUMBER 132-62)

4.1 GENERAL BACKGROUND

Homeland Security Presidential Directive 12 (HSPD-12), "Policy for a Common Identification Standard for Federal Employees and Contractors" establishes the requirement for a mandatory Government-wide standard for secure and reliable forms of identification issued by the Federal Government to its employees and contractor employees assigned to Government contracts in order to enhance security, increase Government efficiency, reduce identity fraud, and protect personal privacy. Further, the Directive requires the Department of Commerce to promulgate a Federal standard for secure and reliable forms of identification within six months of the date of the Directive. As a result, the National Institute of Standards and Technology (NIST) released Federal Information Processing Standard (FIPS) 201: Personal Identity Verification of Federal Employees and Contractors on February 25, 2005. FIPS 201 requires that the digital certificates incorporated into the Personal Identity Verification (PIV) identity credentials comply with the X.509 Certificate Policy for the U.S. Federal PKI Common Policy Framework. In addition, FIPS 201 requires that Federal identity badges referred to as PIV credentials, issued to Federal employees and contractors comply with the Standard and associated NIST Special Publications 800-73, 800-76, 800-78, and 800-79.

4.2 ORDER

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering authentication products and 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.
- c. When placing an order, ordering activities may deal directly with the contractor or ordering activities may send the requirement to the Program Management Office to received assisted services for a fee.

4.3 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 the Services under SINs 132-60 A-E, 132-61 and 132-62 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.

4.4 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.

4.5 INSPECTION OF SERVICES

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

4.6 RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

4.7 INDEPENDENT CONTRACTOR

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

4.8 ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

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

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

4.9 INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for products and/or 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.

4.10 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.

4.11 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.

4.12 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.

4.13 DESCRIPTION OF AUTHENTICATION PRODUCTS, SERVICES AND PRICING

a. The Contractor shall provide a description of each type of Authentication Product and Service offered under Special Item Number 132-62. Authentication Products and Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers.

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

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

c. For Special Item Number 132-62, HSPD-12 Product and Service Components:

i. Bundled equipment pricing is requested for the following product components:

- enrollment and registration products,
- PIV card management and production products,
- PIV card activation and
- finalization products.

ii. Seat pricing is requested for the following service components offered as managed services:

- enrollment and registration services,
 - PIV card management and production services,
 - PIV card activation and
 - finalization services.

iii. Bundled equipment categories, managed service categories and the requirements for bundled equipment and managed service Qualification Requirements are presented at the website:

<http://www.idmanagement.gov>.

Include the following in the proposed FSS IT Schedule Pricelist.

5.0 GSA PRICING APPLICABLE TO IT SERVICES (SIN 132 51) AND HSPD 12 PRODUCT AND SERVICE COMPONENTS (SIN 132-62)

SIN(s)	#	SERVICE PROPOSED (e.g. Job Title/Task)	PRICE OFFERED TO GSA (including IFF)			
			Sept 18, 2017 - Sept 17, 2018	Sept 18, 2018 - Sept 17, 2019	Sept 18, 2019 - Sept 17, 2020	Sept 18, 2020 - Nov 30, 2020
132 51 132 62	1	Executive Program Manager (EPM)	\$232.65	\$237.07	\$241.57	\$246.16
132 51 132 62	2	Program Manager II (PM-II)	\$189.17	\$192.76	\$196.42	\$200.16
132 51 132 62	3	Program Manager I (PM-I)	\$175.15	\$178.48	\$181.87	\$185.32
132 51 132 62	4	Project (Task) Manager III (TM-III)	\$161.81	\$164.89	\$168.02	\$171.21
132 51 132 62	5	Project (Task) Manager II (TM-II)	\$125.08	\$127.46	\$129.88	\$132.35
132 51 132 62	6	Subject Matter Expert IV (SME-IV)	\$226.24	\$230.54	\$234.92	\$239.39
132 51 132 62	7	Subject Matter Expert III (SME-III)	\$196.36	\$200.09	\$203.89	\$207.77
132 51 132 62	8	Subject Matter Expert II (SME-II)	\$154.78	\$157.72	\$160.72	\$163.77
132 51 132 62	9	Subject Matter Expert I (SME-I)	\$114.93	\$117.11	\$119.33	\$121.60
132 51 132 62	10	Information Technology Consultant IV (ITC-IV)	\$211.28	\$215.29	\$219.38	\$223.55
132 51 132 62	11	Information Technology Consultant III (ITC-III)	\$189.91	\$193.52	\$197.20	\$200.94
132 51 132 62	12	Information Technology Consultant II (ITC-II)	\$168.39	\$171.59	\$174.85	\$178.17
132 51 132 62	13	Systems Engineer III (SE-III)	\$150.10	\$152.95	\$155.86	\$158.82
132 51 132 62	14	Systems Engineer II (SE-II)	\$122.04	\$124.36	\$126.72	\$129.13
132 51 132 62	15	Systems Engineer I (SE-I)	\$97.17	\$99.02	\$100.90	\$102.82
132 51 132 62	16	Management Analyst III (MA-III)	\$143.50	\$146.23	\$149.00	\$151.84
132 51 132 62	17	Management Analyst II (MA-II)	\$128.70	\$131.15	\$133.64	\$136.18
132 51 132 62	18	Management Analyst I (MA-I)	\$108.90	\$110.97	\$113.08	\$115.23
132 51 132 62	19	Security Consultant III (SC-III)	\$199.61	\$203.40	\$207.26	\$211.20
132 51 132 62	20	Security Consultant II (SC-II)	\$163.77	\$166.88	\$170.05	\$173.28
132 51 132 62	21	Security Consultant I (SC-I)	\$109.82	\$111.91	\$114.03	\$116.20
132 51 132 62	22	Computer Systems Analyst III	\$137.06	\$139.66	\$142.32	\$145.02
132 51 132 62	23	Computer Systems Analyst II	\$118.98	\$121.24	\$123.54	\$125.89

SIN(s)	#	SERVICE PROPOSED (e.g. Job Title/Task)	PRICE OFFERED TO GSA (including IFF)			
			Sept 18, 2017 - Sept 17, 2018	Sept 18, 2018 - Sept 17, 2019	Sept 18, 2019 - Sept 17, 2020	Sept 18, 2020 - Nov 30, 2020
132 51 132 62	24	Computer Systems Analyst I	\$91.40	\$93.14	\$94.91	\$96.71
132 51 132 62	25	Developer/Programmer III (DP-III)	\$133.46	\$136.00	\$138.58	\$141.22
132 51 132 62	26	Developer/Programmer II (DP-II)	\$104.57	\$106.56	\$108.58	\$110.64
132 51 132 62	27	Developer/Programmer I (DP-I)	\$81.45	\$82.99	\$84.57	\$86.18
132 51 132 62	28	Data Architect III (DA-III)	\$163.77	\$166.88	\$170.05	\$173.28
132 51 132 62	29	Data Architect II (DA-II)	\$125.91	\$128.30	\$130.74	\$133.22
132 51 132 62	30	Data Architect I (DA-I)	\$108.51	\$110.57	\$112.67	\$114.81
132 51 132 62	31	Database Specialist III (DS-III)	\$168.39	\$171.59	\$174.85	\$178.17
132 51 132 62	32	Database Specialist II (DS-II)	\$131.89	\$134.40	\$136.95	\$139.55
132 51 132 62	33	Database Specialist I (DS-I)	\$87.00	\$88.65	\$90.34	\$92.05
132 51 132 62	34	Information Assurance Specialist III (IAS-III)	\$143.50	\$146.23	\$149.00	\$151.84
132 51 132 62	35	Information Assurance Specialist II (IAS-II)	\$119.10	\$121.36	\$123.67	\$126.02
132 51 132 62	36	Information Assurance Specialist I (IAS-I)	\$95.44	\$97.25	\$99.10	\$100.98
132 51 132 62	37	Cyber Security Specialist III (CSS-III)	\$142.31	\$145.01	\$147.77	\$150.58
132 51 132 62	38	Cyber Security Specialist II (CSS-II)	\$122.04	\$124.36	\$126.72	\$129.13
132 51 132 62	39	Cyber Security Specialist I (CSS -I)	\$96.48	\$98.31	\$100.18	\$102.08
132 51 132 62	40	Systems Administrator III (SA-III)	\$134.24	\$136.79	\$139.39	\$142.04
132 51 132 62	41	Systems Administrator II (SA-II)	\$116.52	\$118.73	\$120.99	\$123.29
132 51 132 62	42	Systems Administrator I (SA-I)	\$89.52	\$91.22	\$92.95	\$94.72
132 51 132 62	43	Network Engineer III (NE-III)	\$147.84	\$150.65	\$153.51	\$156.43
132 51 132 62	44	Network Engineer II (NE-II)	\$103.44	\$105.41	\$107.41	\$109.45
132 51 132 62	45	Network Engineer I (NE-I)	\$85.17	\$86.79	\$88.44	\$90.12
132 51 132 62	46	Quality Assurance Analyst III (QA-III)	\$129.91	\$132.38	\$134.89	\$137.45
132 51 132 62	47	Quality Assurance Analyst II (QA-II)	\$105.12	\$107.12	\$109.16	\$111.23
132 51 132 62	48	Quality Assurance Analyst I (QA-I)	\$88.98	\$90.67	\$92.40	\$94.15

SIN(s)	#	SERVICE PROPOSED (e.g. Job Title/Task)	PRICE OFFERED TO GSA (including IFF)			
			Sept 18, 2017 - Sept 17, 2018	Sept 18, 2018 - Sept 17, 2019	Sept 18, 2019 - Sept 17, 2020	Sept 18, 2020 - Nov 30, 2020
132 51 132 62	49	Test Engineer III (TE-III)	\$131.74	\$134.24	\$136.79	\$139.39
132 51 132 62	50	Test Engineer II (TE-II)	\$98.16	\$100.03	\$101.93	\$103.86
132 51 132 62	51	Test Engineer I (TE-I)	\$65.81	\$67.06	\$68.33	\$69.63
132 51 132 62	52	Training Specialist III (TS-III)	\$128.97	\$131.42	\$133.92	\$136.46
132 51 132 62	53	Training Specialist II (TS-II)	\$83.08	\$84.66	\$86.27	\$87.90
132 51 132 62	54	Training Specialist I (TS -I)	\$76.13	\$77.57	\$79.05	\$80.55
132 51 132 62	55	Web Content Analyst III (WCA-III)	\$103.44	\$105.41	\$107.41	\$109.45
132 51 132 62	56	Web Content Analyst II (WCA-II)	\$92.95	\$94.72	\$96.52	\$98.35
132 51 132 62	57	Web Content Analyst I (WCA-I)	\$77.29	\$78.75	\$80.25	\$81.77
132 51 132 62	58	Technician III (HT-III)	\$104.57	\$106.56	\$108.58	\$110.64
132 51 132 62	59	Technician II (HT-II)	\$81.74	\$83.29	\$84.87	\$86.49
132 51 132 62	60	Technician I (HT-I)	\$71.00	\$72.35	\$73.72	\$75.12
132 51 132 62	61	Technical Writer/Editor III (TWE-III)	\$102.97	\$104.92	\$106.92	\$108.95
132 51 132 62	62	Technical Writer/Editor II (TWE-II)	\$88.48	\$90.16	\$91.87	\$93.62
132 51 132 62	63	Technical Writer/Editor I (TWE-I)	\$72.01	\$73.37	\$74.77	\$76.19
132 51 132 62	64	Administrative Specialist	\$58.42	\$59.53	\$60.66	\$61.81

6.0 LABOR CATEGORY DESCRIPTIONS APPLICABLE TO IT PROFESSIONAL SERVICES (SIN 132 51) & HSPD 12 PRODUCTS AND SERVICES (SIN 132 62)

Executive Program Manager (EPM)

Functional Responsibility. EPM serves as executive leader of a large, complex program or is responsible for managing multiple programs and insuring the quality of each area of responsibility. EPM organizes, directs, and manages program involving multiple, complex and inter-related project tasks. EPM is responsible for the overall management of the specific program or group of programs and insuring that the technical solutions, milestones and schedules in the programs are implemented in a timely manner. EPM performs enterprise wide horizontal integration planning and interfaces to other functional systems. EPM provides the leadership and direction to the contractor team in working with the ordering activity, management personnel and customer agency representatives. EPM manages teams of contract support personnel at multiple locations. EPM maintains and manages the client interface at the senior levels of the client organization. EPM coordinates, organizes, and administers all of the requirements set forth in delivery orders. EPM ensures that all deliverables are submitted in a timely fashion. EPM must possess strong management knowledge and cross-functional team facilitation skills at the senior management level. Desirable for the EPM to have served as a Senior Executive in a Line of Business.

Education & Experience. A Master's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific technical, or business discipline. A minimum of fifteen (15) years Information Systems experience that includes increasing responsibilities in information systems design, management and leadership positions.

Program Manager II

Functional Responsibility. Serves as senior leader of a large, complex program or is responsible for managing multiple projects and insuring the quality of each area of responsibility. Organizes, directs, and manages program involving multiple, complex and inter-related project tasks. Responsible for the overall management of the specific program or group of programs and insuring that the technical solutions, milestones and schedules in the programs are implemented in a timely manner. Performs enterprise wide horizontal integration planning and interfaces to other functional systems. Provides the leadership and direction to the contractor team in working with the ordering activity, management personnel and customer agency representatives. Manages teams of contract support personnel at multiple locations. Maintains and manages the client interface at the senior levels of the client organization. Coordinates, organizes, and administers all of the requirements set forth in delivery orders. Ensures that all deliverables are submitted in a timely fashion. Must possess strong management knowledge and cross-functional team facilitation skills at the senior management level.

Education & Experience. A Master's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific technical, or business discipline. A minimum of ten (10) years Information Systems experience that includes increasing responsibilities in information systems design and management.

Program Manager I

Functional Responsibility. Organizes, directs, and manages program involving multiple, complex and inter-related project tasks. Responsible for the overall management of the specific program and insuring that the technical solutions, milestones and schedules in the program are implemented in a timely manner. Performs enterprise wide horizontal integration planning and interfaces to other functional systems. Provides the leadership and direction to the contractor team in working with the ordering activity management personnel and customer agency representatives. Manages teams of contract support personnel at multiple locations. Maintains and manages the

client interface at the senior levels of the client organization. Coordinates, organizes, and administers set forth in delivery orders. Ensures that all deliverables are submitted in a timely fashion.

Education & Experience. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific technical, or business discipline. Minimum of seven (7) years Information Systems experience that includes increasing responsibilities in information systems design and management.

Project (Task) Manager

Functional Responsibility. Leads team on system projects or significant segment of large complex projects. Analyzes new and complex project related problems and creates innovative solutions involving finance, scheduling, technology, methodology, tools, and solution components. Provides technical direction and review of enterprise wide development tasks, including the review of work products for correctness, adherence to the design concept and to user standards. Makes recommendations, if needed, for approval of major systems installations. Acts as the functional/ technical lead for the specific pieces of the project effort. Serves as the technical interface and point of contact with client program authorities and representatives on technical issues. Provides support on program/project operations by reviewing procedures, planning and execution of the technical, programming, and maintenance effort and monitoring and reporting progress.

Education & Experience. All experience shall include increasing responsibilities in technical architectures, information systems design and implementation.

Level 3: A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Minimum of six (6) years experience.

Level 2: A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Minimum of five (5) years experience.

Subject Matter Expert

Functional Responsibility. Performs high-level studies, analysis and evaluations of recent designs, integrations, documentation and implementation of similar complex projects. Prepare technical reports and related documentation, charts, graphs and flowcharts to record results as required. Provides in-depth technical knowledge and analysis of highly specialized applications and operational environments, high-level functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems that need extensive knowledge of the subject matter for effective implementation. Uses scientific and engineering logic to independently identify conceptual or theoretical solutions to problems of computer hardware or software design and operation. Develops alternative approaches to design, test and evaluation techniques for solving automation problems, evaluates and recommends that which will provide the optimum solution balancing specific project needs with economic constraints. Formulates architectural Design, functional specification, interfaces and documentation of computer systems considering system interrelationships, operating modes, and equipment configurations.

Education & Experience. All SMEs should have experience applying current information technology to the subject matter. Experience may include: architecture, hardware, and software knowledge and understanding, facilitation, training, methodology development and evaluation, process reengineering across all phases, identifying best practices, business management techniques, activity and data modeling, or information system development methods and practices.

Level 4: Technical Training in field. Fifteen (15) years professional experience

Level 3: Technical Training in field. Requires twelve (12) years professional experience

Level 2: Technical Training in field. Requires ten (10) years professional experience

Level 1: Technical Training in field. Requires five (5) years professional experience

Information Technology Consultant

Functional Responsibility. Performs high-level studies, analysis and evaluations of complex, enterprise level IT projects. Assists in conducting system-planning efforts to include concept development, requirements analysis and definition, implementation planning and life cycle management. May establish the long-range goals, plans, policies, and procedures of an IT organization. Prepares technical reports and related documentation, charts, graphs and flowcharts to record results as required. Provides high-level technical and / or theoretical consulting/ support services on current programs and new initiatives. Initiates, designs, develops, and implements projects that advance the organizations Information Technology infrastructure and technical expertise. Advises on selection of technological acquisitions with regard to processing, data storage, data access, and application development. Should be a known expert in the field.

Education & Experience: Experience may include: understanding and knowledge of latest enterprise architectures, IT technologies and development practices, process reengineering across all phases, identifying best practices, enterprise resource planning, knowledge management, investment analysis, data warehousing, supply chain management, decision support, information dissemination, application and data modeling, or information system development methods and practices.

Level 4: Master's Degree in Computer Science, Information Systems, Engineering, Business, Education, Management Sciences, or other related scientific or technical discipline. Twelve (12) years professional experience applying current information technology to the enterprise.

Level 3: Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, Education, Management Sciences, or other related scientific or technical discipline. Ten (10) years professional experience applying current information technology to the enterprise

Level 2: Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, Education, Management Sciences, or other related scientific or technical discipline. Seven (7) years professional experience applying current information technology to the enterprise.

Systems Engineer

Functional Responsibility. Applies an enterprise-wide set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Develops analytical and computational techniques and methodology for problem solutions. Performs enterprise wide strategic systems planning, business information planning, business and analysis. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools. Applies reverse engineering and re-engineering disciplines to develop migration strategy and planning documents. Experience with methodologies for process modeling and data modeling. Provides technical guidance in software engineering techniques and automated support tools. Develops integrated system test requirement, strategies, plans, and procedures. Directs overall system level testing.

Education & Experience. All levels require experience in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation.

Level 3: Bachelor's Degree in Computer Science, Information Systems, Engineering, Business Management Sciences or other related scientific or technical discipline. Eight (8) years experience.

Level 2: A Bachelor's Degree in Computer Science, Information Systems, Engineering, or other related scientific or technical discipline. Five (5) years experience.

Level 1: A Bachelor's Degree in Computer Science, Information Systems, Engineering, or other related scientific or technical discipline. Three (3) years experience.

Management Analyst

Functional Responsibility. Assist in conducting system-planning efforts to include concept development, requirements analysis and definition, implementation planning and life cycle management. Provides strategic planning of large projects or a significant segment of a strategic planning portion of a large complex project. Provides the overall approach to clarify mission and vision statements, goals delineation, operational plans, and associated documentation. Adapts functional business requirements and processes to technical solutions based upon comprehensive enterprise application solution sets. Provides Enterprise resource planning and management processes, including but not limited to: knowledge management, investment analysis, data warehousing, e - commerce, return on investment analysis, human resource analysis, material management and logistics, supply chain management, procurement, ordering, manufacturing, decision support, and information dissemination.

Education & Experience. Experience should include: facilitation, training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices.

Level 3. Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, Education, Management Sciences, Psychology, Human Resources Development/ Management, or other related scientific or technical discipline. Eight (8) years experience

Level 2. Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, Education, Management Sciences, Psychology, Human Resources Development/ Management, or other related scientific or technical discipline. Six (6) years experience

Level 1. Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, Education, Management Sciences, Psychology, Human Resources Development/ Management, or other related scientific or technical discipline. Three (3) years experience.

Security Consultant

Functional Responsibility. Develops and defines security requirements for business processes and information systems. Develops and implements information assurance/security standards and procedures for the enterprise. Designs, develops, engineers, and implements solutions to business/information technology security requirements. Performs analysis, design, and development of security features for system architectures. Gathers and organizes information about an organization's critical assets, existing security products, and ongoing programs in the physical and electronic security arena. Performs risk analyses and risk assessments; identifies, reports, and resolves security violations; establishes and satisfies information assurance and security requirements based upon the analysis of user, policy, regulatory, and resource demands; and provides recommendations on security process implementations. Supports the entire enterprise security needs to include the IT infrastructure as well as the IT systems. May supervise other staff on the project. Should possess areas of expertise including preparing surveys, evaluation of security products, and security certifications.

Education & Experience. Experience applying current Information Assurance and security technology to an enterprise. Experience may include: architecture, hardware, and software knowledge and understanding, security risks and vulnerabilities, or information system development methods and practices.

Level 3. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Twelve (12) years professional experience.

Level 2. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Eight (8) years professional experience.

Level 1. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Three (3) years professional experience.

Computer Systems Analyst

Functional Responsibility. Performs system analysis, design, development, test and evaluation activities, ensures the integration of software, hardware, reliability, maintainability, safety, survivability, human and other requirements in the total engineering effort. Formulates operational concept, performs mission and functional analyses, conducts requirements and information analysis, cost-benefit analysis, system trade studies, and risk analysis. Reviews system architecture, allocates requirements and prepares specifications. Conducts or participates in the research, design and development of systems software, software applications and/or tools for new programs and subprograms as well as enhancements, modifications and corrections to existing software. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Evaluates new and existing software products such as sophisticated file maintenance routines, large telecommunications networks, computer accounting, and advanced mathematical/scientific software packages.

Education & Experience. Familiarity with current IT systems architecture, operating systems, languages and software development tools. Experienced as an applications developer or hardware engineer working with data base management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives. Demonstrated ability to work independently.

Level 3. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Eight (8) years' experience.

Level 2. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Four (4) years' experience.

Level 1. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Two (2) years' experience.

Developer / Programmer

Functional Responsibility. Analyzes and develops computer software possessing with 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. DP-III 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. Analyzes functional, business, and technical applications and design specifications for functional activities. Develops block diagrams and logic flow charts. DP-III translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met and functional requirements are implemented. Leads peer reviews and technical interchange meeting.

Education & Experience. Experience as an applications programmer on data base management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives. Requires extensive knowledge of one or more platforms and operating systems, and of current programming languages. Typically requires knowledge of one or more systems architectures such as client server and distributed processing. Demonstrated ability to work independently or provide team leadership.

Level 3. Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Eight (8) years' experience

Level 2. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Four (4) years' experience.

Level 1. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. One (1) year experience and familiarity with current software languages and software development tools.

Data Architect

Functional Responsibility. Develops, implements, administers and maintains policies and procedures for ensuring security and integrity of the corporate databases. Develops strategies for data acquisitions, archive recovery, and implementation of a database. Translates business needs into long-term architecture solutions. Designs and builds relational databases. Defines data models, database designs, data access methods, and data maintenance methodology. Analyzes and resolves database performance, capacity, replication and other distributed data issues. Performs data access analysis design, and archive/recovery design and implementation. Works in a data warehouse environment, which includes data design, database architecture, and metadata repository creation. Develops data warehousing blueprints, evaluating hardware and software platforms, and integrating systems. Reviews and develops object and data models and the metadata repository to structure the data for better management and quicker access.

Supports design strategies for enterprise database systems and standards for operations, programming, and security. Designs and constructs large relational databases. Integrates new systems with existing warehouse structure and refine system performance and functionality. Translates business needs into long-term architecture solutions. Defines data models, database designs, data access methods, and data maintenance methodology. Analyzes and resolves database performance, capacity, replication and other distributed data issues. Performs data access analysis design, and archive/recovery design and implementation. Develops data warehousing blueprints, evaluates hardware and software platforms, and integrates systems. Reviews and develops object and data models and the metadata repository to structure the data for better management and quicker access. Works in a data warehouse environment, which includes data design, database architecture, and metadata repository creation. Develops data warehousing blueprints, evaluating hardware and software platforms, and integrating systems. Reviews and develops object and data models and the metadata repository to structure the data for better management and quicker access.

Education & Experience.

Level 3. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Eight (8) years' experience and familiarity with current database technologies, architectures, relational database systems and data replication implications.

Level 2. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Five (5) years' experience and familiarity with current database technologies, architectures, relational database systems and data replication implications.

Level 1. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Two (2) years' experience and familiarity with current database technologies, architectures, relational database systems and data replication implications.

Database Specialist

Functional Responsibility. Provides all activities related to the administration of computerized databases. Projects long-range requirements for database administration and design in conjunction with the enterprise systems requirements. Designs, creates, and maintains databases in various IT environments. Conducts quality control and auditing of databases in a client/server or other environment to ensure accurate and appropriate use of data. Designs, implements, and maintains complex databases with respect to JCL, access methods, access time, device allocation, validation checks, organization, protection and security, documentation, and statistical methods. Applies knowledge and experience with database technologies, development methodologies, and front-end (e.g., COGNOS)/back-end programming languages (e.g., SQL). Performs database programming and supports systems design. Includes maintenance of database dictionaries, overall monitoring of standards and procedures, file design and storage, and integration of systems through database design. Level 3 may manage and/ or lead others in the team.

Education & Experience. Familiarity with current database technologies, architectures, relational database systems and data replication implications.

Level 3. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Eight (8) years' experience.

Level 2. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Five (5) years' experience.

Level 1. Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Two (2) years' experience.

Information Assurance Specialist

Functional Responsibility. Develops and implements information assurance/security standards and procedures for the enterprise. Designs, develops, engineers, and implements solutions to business/information technology security requirements. Gathers and organizes information about an organization's critical assets, existing security products, and ongoing programs in the physical and electronic security arena. Performs risk analyses and risk assessments; identifies, reports, and resolves security violations; establishes and satisfies information assurance and security requirements based upon the analysis of user, policy, regulatory, and resource demands; and provides recommendations on security process implementations. Supports the entire enterprise security needs to include the IT infrastructure as well as the IT systems. Should possess areas of expertise including preparing surveys, evaluation of security products, and security certifications. Level 3 may supervise other staff on the project.

Education & Experience. Familiarity with current computer technologies, architecture, hardware, and software knowledge and understanding, security risks and vulnerabilities, or information system development methods and practices.

Level 3. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Eight (8) years' experience and

Level 2. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Five (5) years' experience.

Level 1. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Two (2) years' experience.

Cyber Security Specialist

Functional Responsibility. Develops and implements cybersecurity standards and procedures for the enterprise. Designs, develops, engineers, and implements solutions to business/information technology security requirements. Gathers and organizes information about an organization's critical assets, existing security products, and ongoing programs in the physical and electronic security arena. Identifies infrastructure upgrades necessary to support: demonstrations of new exploits and associated security vulnerabilities; behavioral analysis of malicious code to determine its potential impact to the network infrastructure; documentation of host and network signatures and the development of countermeasures. Serves as expert advisor to telecommunications managers for Internet Protocol routing security criteria, techniques, and processes. Collects and aggregates CND information from government and industry sources for the purpose of analyzing and reporting on trends and activity of sensor platforms. Assesses vulnerability of network operations; maintains daily operational situational awareness of Intrusion Problem Sets; develops/reviews and comments on incident handling procedures and reporting; and coordinates analysis projects related to Intrusion Sets and Named Areas of Interest (NAI) compromises. Supports the entire enterprise security needs to include the IT infrastructure as well as the IT systems. Should possess areas of expertise including knowledge of CCRI technology areas to include Network Infrastructure (e.g. routers, switches, and firewalls), Network Vulnerability Scanning, vulnerability patching, Traditional Security (e.g. Physical security), Host Based Security System (HBSS), Cross Domain Solutions (CDS), Releasable Networks, and Wireless Technologies. Level 3 may supervise other staff on the project.

Education & Experience. Familiarity with current computer technologies, architectures, and understand and be knowledgeable of malware analysis, incident handling, ethical hacking, and drafting and implementing security incident response policies.

Level 3. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Eight (8) years' experience.

Level 2. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Five (5) years' experience.

Level 1. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Two (2) years' experience.

Systems Administrator III

Functional Responsibility. Supervises and manages the daily activities of configuration and operation of IT systems. Optimizes system operation and resource utilization, and performs system capacity analysis and planning. Provides assistance to users in accessing and using IT systems. Installs new software releases and system upgrades, evaluates and installs patches, and resolves all system related problems. Performs system backups and recovery procedures. Maintains data files and monitors system configuration to ensure data integrity.

Education & Experience. Familiarity with current computer technologies, architectures, database systems and backup and recover methodologies.

Level 3. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Eight (8) years' experience.

Level 2. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Five (5) years' experience.

Level 1. Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Two (2) years' experience and familiarity with current computer technologies, architectures, database systems and backup and recover methodologies.

Network Engineer

Functional Responsibility. Provides technical guidance for directing and monitoring information systems operations. Designs, builds, and implements network systems including LAN/MAN/WAN systems. Provides input to policy level discussions regarding standards and budget constraints for enterprise networks. Plans large-scale network systems projects through vendor comparison and cost studies. Provides assistance and oversight for all information systems operations activities, including computer and telecommunications/ communications operations, data entry, data control, LAN/MAN/WAN administration and operations support, operating systems programming, system security policy procedures, and/or web strategy and operations. Directs compilation of records and reports concerning network operations and maintenance. Troubleshoots network performance issues and analyzes network traffic and provides capacity planning solutions. Manages the purchase, testing, installation, and support of network communications, including LAN/MAN/WAN systems. Monitors and responds to complex technical control facility hardware and software problems. Interfaces with vendor support service groups to ensure proper escalation during outages or periods of degraded system performance. Utilizes software and hardware tools and identifies and diagnoses complex problems and factors affecting network performance. Provides quality assurance review and the evaluation of new and existing network products. Level 3 may supervise personnel engaged in the operation and support of network facilities, including all communications equipment on various platforms in large scale or multi-shift operations.

Education & Experience. familiarity with current networking and telecommunications technologies, network architectures, LAN/MAN/WAN infrastructures, and network security methodologies.

Level 3. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Eight (8) years' experience.

Level 2. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Five (5) years' experience.

Level 1. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Two (2) years' experience.

Quality Assurance Analyst

Functional Responsibility. Provides development of project software quality assurance plans and the implementation of procedures that conform to the requirements of the client organization. Establishes and maintains a process for evaluating processes and associated documentation. Conducts formal and informal reviews at pre-determined points throughout the program life cycle. Provides an independent assessment of how the project's software development process is being implemented relative to the defined process and recommends methods to optimize the organization's process. Develops and implements procedures and test plans for assuring quality in a system development environment that supports large databases and applications. Conducts audits and reviews/analyzes data and documentation. May be responsible for all activities involving quality assurance and compliance with applicable regulatory requirements. May determine the resources required for quality control program.

Education & Experience. Familiarity with business practices and methodologies involving Configuration Management, Verification and Validation, Testing and Integration, Metrics development and collection and their application quality assessment, and executive facilitation/ briefing capability.

Level 3. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Eight (8) years' experience.

Level 2. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Five (5) years' experience.

Level 1. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Two (2) years' experience.

Test Engineer

Functional Responsibility. Serves as subject matter specialist providing testing know-how for the support of user requirements of complex to highly complex software/hardware applications. Designs, implements, and conducts test and evaluation procedures to ensure system requirements are met. Evaluates, recommends, and implements automated test tools and strategies. Develops, maintains, and upgrades automated test scripts and architectures for application products. Writes, implements, and reports status for system test cases for testing. Analyzes test cases and provides regular progress reports. Directs and/or participates in all phases of risk management assessments and software/hardware development with emphasis on analysis of user requirements, test design and test tools selection.

Education & Experience. Familiarity with business practices and methodologies involving Configuration Management, Verification and Validation, Testing and Integration, Metrics development and collection and their application to quality assessment.

Level 3. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Requires eight (8) years' experience.

Level 2. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Requires five (5) years' experience.

Level 1. A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Requires one (1) year experience.

Training Specialist

Functional Responsibility. Assesses, designs, and conceptualizes training scenarios, approaches, objectives, plans, tools, aids, curriculums, and other state of the art technologies related to training and behavioral studies. Identifies the

best approach for training requirements to include, but not limited to hardware, software, simulations, course assessment and refreshment, assessment centers, oral examinations, interviews, computer assisted and adaptive testing, behavior-based assessment and performance, and team and unit assessment and measurement. Develops specifications for content of the courses. Develops and revises training courses. Prepares lesson plans and obtains training materials, determines methodology and coordinates the development of training aids. Prepares training catalogs and course materials. Trains personnel by conducting formal classroom courses, workshops, and seminars. Develops criteria for evaluating effectiveness of training activities. Updates course documentation on a continuous basis to ensure timeliness and relevance. Must be a good facilitator and communicator. Must have accomplished training classes in a classroom environment.

Education & Experience. Familiarity with course development methodologies such as classroom training, e-learning, CBT training, use of video technology etc.

Level 3. A Bachelor's Degree in a Scientific, Technical, Education, or Business discipline. Eight (8) years' experience and familiarity with course development methodologies such as classroom training, e-learning, CBT training, use of video technology etc.

Level 2. A Bachelor's Degree in a Scientific, Technical, Education, or Business discipline. Five (5) years' experience.

Level 1. An Associate Degree in a Scientific, Technical, Education, or Business discipline. Two (2) years' experience.

Web Content Analyst

Functional Responsibility. Manages web content and projects related to the website. Provides for development and content that will motivate and entertain users so that they regularly access the website and utilize it as a major source for information and decision-making. Provides managing/performing website editorial activities including gathering and researching information that enhances the value of the site. Writes, edits, and proof-reads new content prior to its being published on the web. Ensures that all web documents meet established content standards and works with developers to assess any technical challenges in displaying the content. Supports web design and development activities.

AND/OR

Designs the website to support the organization's strategies and goals relative to external communications. Consults with clients, users, and other project team members to establish requirements for the look and feel of the website. Develops and designs interfaces, front pages, and the tools to navigate the website. Designs and builds web pages using a variety of graphics software applications, techniques, and tools. Designs and develops user interface features, site animation, and special-effects elements. Contributes to the design group's efforts to enhance the look and feel of the organization's online offerings. Establishes and utilizes code standards and leads code reviews.

Education & Experience. Familiarity with web development methodologies and toolsets. Requires a wide degree of creativity.

Level 3. A Bachelor's Degree in a Scientific, Technical, Education, or Business discipline. Eight (8) years' experience.

Level 2. A Bachelor's Degree in a Scientific, Technical, Education, or Business discipline. Five (5) years' experience.

Level 1. A Bachelor's Degree in a Scientific, Technical, Education, or Business discipline. Two (2) years' experience.

Technician

Functional Responsibility. Provides analysis related to the design, development, and implementation of hardware/software systems. Monitors and responds to complex technical hardware and software problems utilizing a variety of hardware and software testing tools and techniques. Provides performance testing for equipment, software, and completely integrated systems. Reviews computer systems in terms of machine capabilities and man-machine interface. Provides primary interface with vendor support service groups or provides internal analysis and support to

ensure proper escalation during outages or periods of degraded system performance. Prepares functional requirements and specifications for hardware/ software acquisitions. Ensures that problems have been properly identified and solutions will satisfy the user's requirements. Provide system installations and deployments. Level 3 may function as lead position providing guidance and training for less experienced technicians.

Education & Experience. Experience that includes: system analysis and evaluation of hardware capabilities and configurations. Must demonstrate the ability to work independently or may supervise others. Requires strong knowledge of PC/LAN hardware/software, in a multi-protocol environment, and network management software.

Level 3. A Bachelor Degree in Computer Science, Information Systems, Engineering, or other related scientific or technical discipline. Five (5) years' experience

Level 2. An Associate's Degree in Computer Science, Information Systems, Engineering, or other related scientific or technical discipline; or a Graduate of an accredited Apprentice Program in Electronics or Communications; or a Graduate of a Military Class A and/or Class B school in Electronics or Communications. Three (3) years' experience.

Level 1. An Associate's Degree in Computer Science, Information Systems, Engineering, or other related scientific or technical discipline; or a Graduate of an accredited Apprentice Program in Electronics or Communications; or a Graduate of a Military Class A and/or Class B school in Electronics or Communications. Two (2) years' experience.

Technical Writer / Editor

Functional Responsibility. Writes technical materials, such as equipment manuals, appendices, or operating and maintenance instructions. May assist in layout work. Assists with the implementation and administration of document management systems and related procedures that allow organizations to capture, store, retrieve, share, and destroy electronic records and documents.

Education & Experience. Experience developing documents, preferably in support of technical projects.

Level 3. A Bachelor's Degree in English, Journalism, Communications, Business, or technical field. Eight (years' experience.

Level 2. A Bachelor's Degree in English, Journalism, Communications, Business, or technical field. Five (5) years' experience.

Level 1. A Bachelor's Degree in English, Journalism, Communications, Business, or technical field. One (1) year experience.

Administrative Specialist

Functional Responsibility. Provides varied office support duties to relieve managers or staff of administrative details. Takes and delivers messages; provides information to callers, sets up and maintains calendars and files, provides staff with office supplies, prepares and sorts mail, provides typing assignments, proofreads and compiles special reports, operates automated office equipment, and deals with travel arrangements. Provides administrative support such as proofreading, technical editing of word processing and other computer-based documents, integration of various sources into a cohesive product that may be delivered as computer-based magnetic media, preparation of graphical and narrative presentation material. Assists in the preparation of management plans and reports.

Education & Experience. A High School Diploma or an Associate Degree. Four (4) years' experience and familiarity with standard office products.

Degree and Experience Substitutions

Requirement	Permitted Substitutions
High School Diploma	GED or vocational degree
Associate's Degree	One (1) year of general experience
Bachelor's Degree	Five (5) years' experience, or Associate's Degree plus three (3) years' experience
Master's Degree	Bachelor's degree plus two (2) years' experience
PhD	Master's Degree plus two (2) years' experience, or Bachelor's Degree plus four (4) years' experience
Years of Experience	Bachelor's degree counts for four (4) years' experience when a Bachelor's is not required; Master's degree counts for two (2) years' experience when a Bachelor's degree is required; PhD counts for three (3) years' experience when a Bachelor's degree is required

7.0 USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE

Parsons 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

Parsons Government Services Inc.

CONTACT: Dalet Sin, Principal Contracts Administrator

(P) 703-988-8321

(F) 703-266-7443

Email: Dalet.Sin@Parsons.com

BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) .

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures

Ordering Activity

Date

Contractor

Date

BPA NUMBER _____

(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____

(2) Delivery:

DESTINATION	DELIVERY 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 requirements.

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

Orders under a Team Arrangement are subject to terms and conditions of the Federal Supply Schedule Contract. Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

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

Here is a general outline on how it works:

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