



GENERAL SERVICES ADMINISTRATION

MAS Schedule

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

Special Item Number 54151S - Information Technology Professional Services

IT Professional Services and/or labor categories for database planning and design; systems analysis, integration, and design; programming, conversion and implementation support; network services, data/records management, and testing

Contract number: 47QTCA18D00GC

Contract period: July 12, 2020 – July 11, 2021

Vintun, LLC
2000 Duke Street, Suite 175, Alexandria VA 22314
Office Phone Number: (703) 214-0773

<https://www.vintunllc.com/>

Business size: Vintun, LLC is an Hawaiian 8(a) Disadvantaged Small Business



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Customer Information

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

Special Item Number 54151S - Information Technology Professional Services

Labor Categories Descriptions are provided on Page 8

Prices are provided on Page 26

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. **Not Applicable**

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item. **See Page 26**

2. Maximum order. **\$500,000 – Can be adjusted based on opportunity.**

3. Minimum order. **\$5,000**

4. Geographic coverage (delivery area). **Vintun, LLC will provide domestic and overseas delivery.**

5. Point(s) of production (city, county, and State or foreign country). **None**

6. Discount from list prices or statement of net price. **None**

7. Quantity discounts. **1% over \$500K**

8. Prompt payment terms. Note: Prompt payment terms must be followed by the statement "Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions." **1/2% 10 Days, Net 30.**

9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold. **Government Purchase Cards will not be accepted above the micro-purchase threshold.**

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold. **Government Purchase Cards will not be accepted above the micro-purchase threshold.**

10. Foreign items (list items by country of origin). **None**

11a. Time of delivery. (Contractor insert number of days.) **Based on Specific Task Orders.**

11b. Expedited Delivery. **Not Applicable.**

11c. Overnight and 2-day delivery. **Not Applicable**

11d. Urgent Requirements. **Not Applicable**

12. F.O.B. point(s). **Destination**

13a. Ordering address(es).

Vintun, LLC
2000 Duke Street, Suite 175, Alexandria VA 22314

13b. Ordering procedures: **For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.**

14. Payment address(es).

Vintun, LLC
Attn: Accounts Receivable
2000 Duke Street, Suite 175, Alexandria VA 22314

15. Warranty provision. **None**

16. Export packing charges, if applicable. **None**

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level). **Government Purchase Cards will not be accepted above the micro-purchase threshold.**

18. Terms and conditions of rental, maintenance, and repair (if applicable). **Not Applicable**

19. Terms and conditions of installation (if applicable). **Not Applicable**

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). **Not Applicable**

20a. Terms and conditions for any other services (if applicable). **Not Applicable**

21. List of service and distribution points (if applicable). **Not Applicable**

22. List of participating dealers (if applicable). **Not Applicable**

23. Preventive maintenance (if applicable). **Not Applicable**

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). **Not Applicable**

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at:

www.Section508.gov/. **Not Applicable**

25. Data Universal Number System (DUNS) number. **079725369**

26. Notification regarding registration in System for Award Management (SAM) database. **Vintun, LLC's SAM.GOV registration is current, accurate and complete.**

Terms and Conditions Applicable to Information Technology (IT) Professional Services (Special Item Number 54151S)

Scope

- a. The prices, terms and conditions stated under Special Item Number 54151S Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

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.

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.

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.

Information Technology Professional Services

- 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.

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.

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--
COMMERCIAL

ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR
52.212-4 CONTRACT TERMS AND CONDITIONS COMMERCIAL ITEMS (MAR 2009)
(ALTERNATE I OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and-
Materials and Labor-Hour Contracts orders placed under this contract.

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.

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.

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.

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

Information Technology Professional Services

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.

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.

Payments

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and Materials/Labor-Hour Proposal Requirements— Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:

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

Resumes

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

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.

Information Technology Professional Services

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.



Description of IT Professional Services and Pricing

Labor Category Descriptions

| | Years of Experience | Education/ Degree | Description |
|------------------------------|----------------------------|--------------------------|---|
| Administrative Assistant 1 * | 2 | High School Diploma | Under limited supervision, assists in providing on-site administrative support and coordination for projects or tasks. Performs administrative and clerical functions of assigned contracts, projects, or tasks. Maintains office records and files. Provides a variety of other office administration duties. |
| Administrative Assistant 2 * | 5 | High School Diploma | With supervision or as part of a team, provides administrative support to program managers, managers and other staff on the team, document development, document printing/prepping/binding, data entry, filing and file management. Ensures office supplies are up to date. Coordinates time entry by staff, invoice preparation and contract management administrative functions Organizes meetings and all meeting logistics including food, assist with travel reservations, email management. Disseminates information bulletins to staff. Assists with accounts receivable and accounts payable functions, assists with new employee packets and on-boarding of new employees including security documentation. Perform other tasks as required by management. |

| | Years of Experience | Education/ Degree | Description |
|------------------------------|----------------------------|--------------------------|---|
| Administrative Assistant 3 * | 8 | High School Diploma | Provides administrative support to program managers, managers and other staff on the team, document development, document printing/prepping/binding, data entry, filing and file management. Ensures office supplies are up to date. Coordinates time entry by staff, invoice preparation and contract management administrative functions Organizes meetings and all meeting logistics including food, assist with travel reservations, email management. Disseminates information bulletins to staff. Assists with accounts receivable and accounts payable functions, assists with new employee packets and on-boarding of new employees including security documentation. Perform other tasks as required by management. |
| Administrative Assistant 4 * | 10 | High School Diploma | Oversees, manages and provides administrative support to program managers, managers and other staff on the team, document development, document printing/prepping/binding, data entry, filing and file management. Ensures office supplies needed by team are up to date. Coordinates time entry by staff, invoice preparation and contract management administrative functions Organizes meetings and all meeting logistics including food, assist with travel reservations, email management. Disseminates information bulletins to staff. Assists with accounts receivable and accounts payable functions, assists with new employee packets and on-boarding of new employees including security documentation. Perform other tasks as required by management. |



Information Technology Professional Services

| | Years of Experience | Education/ Degree | Description |
|----------------------------------|----------------------------|--|--|
| Principal Applications Developer | 12 | Master's Degree in associated discipline area. Bachelor's Degree and 8 years. | Leads large, complex technical teams performing design, implementation and integration of software or independently performs complex software development tasks. Formulates /defines specifications for complex operating software programming applications or modifies/maintains complex existing applications using engineering releases and utilities from the manufacturer. Designs, codes, test, debugs, and documents those programs. Provides overall guidance for operating systems, such as sophisticated file maintenance routines, large telecommunications networks, various middleware and software programs and applications. Assist all phases of software systems programming applications both custom and packaged software. Experienced in a broad range of technologies or specialized in one technology stack. Evaluates new and existing software products. |
| Senior Applications Developer | 8 | Bachelor's Degree in associated discipline area. | Leads a team performing design, implementation, and integration of software or independently performs complex software development tasks. Formulates /defines specifications for complex operating software programming applications or modifies/maintains complex existing applications using engineering releases and utilities from the manufacturer. Designs, codes, test, debugs, and documents those programs. Participate all phases of software systems programming applications. Assist in evaluating new and existing software products. |



| | Years of Experience | Education/Degree | Description |
|-------------------------------|----------------------------|--|---|
| Applications Developer | 4 | Bachelor's Degree in associated discipline area. | Designs, implementations, and integrates software or independently performs complex software development tasks. Formulates /defines specifications for complex operating software programming applications or modifies/maintains complex existing applications using engineering releases and utilities from the manufacturer. Designs, codes, tests, debugs and documents those programs. Provides overall operating system, such as sophisticated file maintenance routines, large telecommunications networks, various middleware and software programs and applications. Assists all phases of software systems programming applications. Evaluates new and existing software products. |
| Junior Applications Developer | 2 | Bachelor's Degree in associated discipline area. | Supports the designs, implementation and integrates software or performs software development tasks. Supports the formulation and definition of specifications for operating software programming applications or modifies/maintains complex existing applications using engineering releases and utilities from the manufacturer. Codes, tests, debugs and documents those programs. |
| Senior Data Analyst | 10 | Bachelor's Degree in associated discipline area. | Coordinates and manages the development of overall data concepts, documentation, design and technical approach to meet objectives. Applies expertise in business processes and software engineering techniques and solutions. Performs top-level system analysis, engineering research and evaluations, trade studies, technical optimizations, high-level designs, and performs allocation of requirements to both hardware and software domains. Prepares technical documentation, conducts technical reviews and delivers technical presentations. Coordinates and manages system and business process development with emphasis on planning, analysis, system integration, unit and system testing, debugging, and acceptance phases. |



Information Technology, Software & Services Solicitation FCIS-JB-980001B (Refresh # 48)

| | Years of Experience | Education/ Degree | Description |
|--|----------------------------|--|--|
| Data Analyst | 5 | Bachelor's Degree in associated discipline area. | Uses background in data management, software, business processes and/or systems development, to perform assigned portions of system design, research and evaluations, trade studies, technical and fiscal optimizations, reliability and maintainability evaluations, simulation analysis and performance predictions. Assists in developing complex technical documentation and technical presentations. Participates in all phases of business analysis and/or system development including planning, documentation, analysis, development, integration, testing and acceptance. |
| Junior Data Analyst | 2 | Bachelor's Degree in associated discipline area. | Under supervision, performs assigned portions of data analysis, data gathering and documentation modification or development. Have basic system engineering and/or business analytical skills. |
| Principal Database Management Specialist | 12 | Bachelor's Degree in associated discipline area. | Oversees architecture, definition and application of data policies in data discovery, data analysis and data architecture design across the enterprise. Works closely with subject matter experts to uncover, document, validate and model business requirements into specifications used to develop conceptual, logical and physical data structures. Ensures reuse and consistency of use of data across all applications. Monitors the implementation of business rules associated with data as reflected in the metadata. |
| Senior Database Management Specialist | 10 | Bachelor's Degree in associated discipline area. | Supervises and manages the development of database and data related projects including business requirements, architecture, design of logical and physical data models, development of database objects and scripts, testing, deployment and operations. Plans and budgets staff and database resources. Reallocates resources to maximize benefits. Prepares and delivers presentations on database management systems (DBMS) concepts. Provides daily supervision and direction to support staff. |



| | Years of Experience | Education/ Degree | Description |
|---------------------------------------|----------------------------|--|--|
| Database Management Specialist | 7 | Bachelor's Degree in associated discipline area. | Develops database and data related projects including business requirements, architecture, design of logical and physical data models, development of database objects and scripts, testing, deployment and operations. Provides technical expertise in the use of DBMS. Evaluates and recommends available DBMS products to support validated user requirements. Defines file organization, indexing methods and security procedures for specific user applications. |
| Junior Database Management Specialist | 2 | Bachelor's Degree in associated discipline area. | Supports the development of database and data related projects including architecture, business requirements, design of logical and physical data models, development of database objects and scripts, testing, deployment and operations. Provides technical expertise in the use of DBMS. Evaluates and recommends available DBMS products to support validated user requirements. Supports definition of file organization, indexing methods and security procedures for specific user applications. |
| Senior Engineer | 10 | Bachelor's Degree in associated discipline area. | Manages and oversees hardware and equipment installation, testing, maintenance, trouble shooting and repair. Performs analyses of the customer technical documentation and proposes a design for the system. Creates and coordinates schematic diagrams, Grounding system design, basic civil work design Calculates electrical and thermal performance for cable systems as needed including current carrying capacity, overload, induced voltages, short circuit currents and impedances. Analyzes and designs hardware and cabling construction, packaging, shipment, testing, and costing. Participate in meetings with clients when needed. Verifies the technical feasibility and compliance with specifications. Performs technical risk analysis for the project. Optimizes the technical offer to the benefit of technical performance and cost reduction. |



| | Years of Experience | Education/ Degree | Description |
|----------------------|----------------------------|--|--|
| Engineer | 6 | High School Diploma | Provides hardware and equipment installation, testing, maintenance, trouble shooting and repair. Performs analyses of the customer technical documentation and proposes a design for the system. Creates and coordinates schematic diagrams, Grounding system design, basic civil work design. Calculates electrical and thermal performance for cable systems as needed including current carrying capacity, overload, induced voltages, short circuit currents and impedances. Analyzes and designs hardware and cabling construction, packaging, shipment, testing, and costing. Participate in meetings with clients when needed Verifies the technical feasibility and compliance with specifications. Performs technical risk analysis for the project. Optimizes the technical offer to the benefit of technical performance and cost reduction. |
| Junior Engineer | 2 | High School Diploma | Provides or supports hardware and equipment installation, testing, maintenance, trouble shooting and repair. Participate in meetings with clients when needed. |
| Senior IT Consultant | 8 | Bachelor's Degree in associated discipline area. | Leads major portions of large or medium projects. Provides highly technical and specialized solutions to complex IT problems. Performs analyses and studies and prepares reports; Gathers facts through research, interviewing, surveys, etc. Analyzes the client's business, draws conclusions, prepares final reports and gives presentations. Uses comprehensive consultative skills and business knowledge to practice business transformation objectives and processes. |



| | Years of Experience | Education/ Degree | Description |
|---------------------------|----------------------------|---|--|
| IT Consultant | 5 | Bachelor's Degree in associated discipline area. | Leads major portions of medium or small projects and leads small projects. Provides technical and specialized solutions to moderately complex IT problems. Performs analyses and studies and prepares reports; Gathers facts through research, interviewing, surveys, etc. analyzes the client's business, draws conclusions, prepares final reports and gives presentations. Uses in-depth consultative skills and business knowledge to practice business transformation objectives and processes. |
| Junior IT Consultant | 2 | Bachelor's Degree in associated discipline area. | Provides support and limited leadership to small projects, Provides technical and specialized support to moderately complex IT problems. Performs analyses and studies and prepares reports; Gathers facts through research, interviewing, surveys, etc. analyzes the client's business, draws conclusions, prepares final reports and gives presentations. Uses consultative skills and business knowledge to practice business transformation objectives and processes. |
| Senior Programmer Analyst | 5 | Bachelor's Degree in associated discipline area. | Manages the execution of large, complex client programs. Applies experience in planning and managing programs including overall scope, budgets, schedules, sets overall policy for the engagement, communicates with clients and Project Principals to resolve issues, provide Subject Matter Expertise (SME) in one or more areas of their expertise to projects in their functional areas, act as senior client liaison, oversee contract and financial management. |
| Programmer Analyst | 3 | Associate's Degree in associated discipline area. | Manages the execution of client programs. Applies experience in planning and managing programs including overall scope, budgets, schedules, sets overall policy for the engagement, communicates with clients and Project Principals to resolve issues, provide Subject Matter Expertise (SME) in one or more areas of their expertise to projects in their functional areas, act as senior client liaison, oversee contract and financial management. |



| | Years of Experience | Education/ Degree | Description |
|-------------------------------------|----------------------------|---|--|
| Junior Programmer Analyst | 2 | Associate's Degree in associated discipline area. | Supports the execution of client programs. Applies experience in planning and performing program support tasks including scope, budgets, schedules. Supports policy for the engagement. |
| Senior Quality Assurance Specialist | 10 | Bachelor's Degree in associated discipline area. | Oversees and manages the implementation of Quality Assurance processes over a range of projects or requirements for correctness, adherence to the design concept and to user standards, review of program documentation to assure Government standards/requirements are adhered to, and for progress in accordance with schedules. Develops test plans, test scripts, testing processes and development of QA documentation. Coordinates with development teams to ensure bug fixes, problem solution and user satisfaction. Makes recommendations for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates and end user representatives. |
| Quality Assurance Specialist | 5 | Bachelor's Degree in associated discipline area. | Implements Quality Assurance processes for correctness, adherence to the design concept and to user standards, review of program documentation to assure Government standards/requirements are adhered to and for progress in accordance with schedules. Assists in the development of test plans, test scripts, testing processes and development of QA documentation and implements them. Prepares milestone status reports and deliveries. |



| | Years of Experience | Education/ Degree | Description |
|-------------------------------------|----------------------------|--|--|
| Junior Quality Assurance Specialist | 2 | Associate's Degree in associated discipline area. | Assists in the implementation of Quality Assurance processes for correctness, adherence to the design concept and to user standards, review of program documentation to assure Government standards/requirements are adhered to, and for progress in accordance with schedules. Executes test plans, test scripts, testing processes and development of QA documentation. Contributes to milestone status reports. |
| Principal Solution Architect | 15 | Master's Degree in associated discipline area. Bachelor's Degree and 8 years. | For an enterprise level program, manages the design, creation, and maintenance of computerized applications and databases, based on a deep understanding of business transformation and enterprise architecture's role in it. Oversees the quality control and auditing of databases to ensure accurate and appropriate use of data. Consults with and advises users on access, works directly with users to resolve data conflicts and inappropriate data usage, and directs the maintenance and use of the enterprise architecture encyclopedia. Consults with programming personnel to resolve system performance issues. Oversees the installation, maintenance, configuration, and integrity of databases. Manages the implementation of application enhancements. Works with network engineers to schedule installations and upgrades and maintains them in accordance with established IT policies and procedures. Oversees file maintenance, control and product support and facilitates change control, problem management, and communication among architects, engineers, and analysts. Establishes and enforces processes to ensure a consistent, well-managed, and well-integrated application infrastructure. Develops appropriate application and process documentation. Has expertise with multiple technology stacks, latest evolving technology trends and object modeling methodology. |



| | Years of Experience | Education/ Degree | Description |
|---------------------------|----------------------------|--|--|
| Senior Solution Architect | 10 | Bachelor's Degree in associated discipline area. | <p>Manages the design, creation, and maintenance of computerized applications and databases, based on a deep understanding of business transformation and enterprise architecture's role in it. Oversees the quality control and auditing of databases to ensure accurate and appropriate use of data. Consults with and advises users on access, works directly with users to resolve data conflicts and inappropriate data usage, and directs the maintenance and use of the enterprise architecture encyclopedia. Consults with programming personnel to resolve system performance issues. Oversees the installation, maintenance, configuration, and integrity of databases. Manages the implementation of application enhancements. Works with network engineers to schedule installations and upgrades and maintains them in accordance with established IT policies and procedures. Oversees file maintenance, control and product support and facilitates change control, problem management, and communication among architects, engineers, and analysts. Establishes and enforces processes to ensure a consistent, well-managed, and well-integrated application infrastructure. Develops appropriate application and process documentation. Has expertise with multiple technology stacks, latest evolving technology trends and object modeling methodology.</p> |



| | Years of Experience | Education/ Degree | Description |
|---------------------------|----------------------------|--|--|
| Solution Architect | 6 | Bachelor's Degree in associated discipline area. | Designs, creates and maintains computerized applications and databases, based on an understanding of business transformation and enterprise architecture's role. Performs quality control and auditing of databases for accurate and appropriate use of data. Consults with and advises users on access, works directly with users to resolve data conflicts and inappropriate data usage, and directs the maintenance and use of the enterprise architecture encyclopedia. Works with programming personnel to resolve system performance issues. Installs, maintains, configures and integrates databases. Implements application enhancements. Works with network engineers to schedule installations and upgrades and maintains them in accordance with established IT policies and procedures. Performs file maintenance, control, and product support and facilitates change control, problem management, and communication among architects, engineers, and analysts. Develops application and process documentation. |
| Junior Solution Architect | 2 | Bachelor's Degree in associated discipline area. | Supports the design, creation, and maintenance of computerized applications and databases. Supports quality control and auditing of databases. Assists installation, maintenance, configuration, and integrity of databases. Supports implementation of application enhancements. Works with network engineers to schedule installations and upgrades and maintains them in accordance with established IT policies and procedures. Performs file maintenance, control and product support and facilitates change control, problem management, and communication among architects, engineers, and analysts. |

| | Years of Experience | Education/ Degree | Description |
|-----------------------------------|----------------------------|--|---|
| Senior Technical Writer | 10 | Bachelor's Degree in associated discipline area. | Designs, plans, writes and produces documentation including reports, manuals and other project deliverables to meet contract requirements. Reviews and edits documents developed by others for accuracy and quality of content, organization, language, format consistency and conformance with established standards. Ensures that final documents meet contract requirements and regulations. |
| Technical Writer | 4 | Bachelor's Degree in associated discipline area. | Performs technical writing research and editing functions to prepare briefings, manuals and other contract deliverables to meet contract requirements and responds to requests for information. Organizes material and completes writing assignments with regard to order, clarity, conciseness, style and terminology. Prepares, distributes and provides protection of technical documents. |
| Junior Technical Writer | 3 | Bachelor's Degree in associated discipline area. | Supports technical writing research and editing functions to prepare briefings, manuals and other contract deliverables to meet contract requirements and responds to requests for information. Organizes material and completes writing assignments with regard to order, clarity, conciseness, style and terminology. Supports preparation, distribution and protection of technical documents. |
| Senior Web Applications Developer | 10 | Bachelor's Degree in associated discipline area. | Leads development of Web based applications including on line customer service to transform government agencies to be able to deliver their services on line. Provide support in developing the site concept, interface design, and architecture of the web-site. Manages the implementation of interfaces to applications. |



| | Years of Experience | Education/ Degree | Description |
|-----------------------------------|----------------------------|--|--|
| Web Applications Developer | 6 | Bachelor's Degree in associated discipline area. | Develops Web based applications including on line customer service to transform government agencies to be able to deliver their services on line. Develops the site concept, interface design, and architecture of the web-site. Implements interfaces to applications. |
| Junior Web Applications Developer | 2 | Bachelor's Degree in associated discipline area. | Assists in developing Web based applications including on line customer service to transform government agencies to be able to deliver their services on line. Provide support in developing the site concept, interface design, and architecture of the web-site. Provide support for the implementation of interfaces to applications. |
| Senior Cyber Security Specialist | 8 | Bachelor's Degree in associated discipline area. | Responsible for leading and directing the process to provide the Certification Authority and the Designated Approval Authority with an accurate technical evaluation of the application, system, or network, documenting the security posture, capabilities and vulnerabilities against relevant Information Assurance Certifications (IACs), and drafting a certification determination (CD). Responsible for meeting the validator training/certification requirements as determined by customer requirements Responsible for leading and managing the development of appropriate test procedures, execution of procedures, accurate documentation of security test results, updating of the C&A validation reports, participation in collaboration meetings and production of Certification Determination (CD) Letters. |



| | Years of Experience | Education/ Degree | Description |
|----------------------------------|----------------------------|--|--|
| Cyber Security Specialist | 6 | Bachelor's Degree in associated discipline area. | Responsible for providing the Certification Authority and the Designated Approval Authority with an accurate technical evaluation of the application, system, or network, documenting the security posture, capabilities and vulnerabilities against relevant Information Assurance Certifications (IACs), and drafting a certification determination (CD). Responsible for meeting the validator training/certification requirements as determined by customer requirements. Responsible for development of appropriate test procedures, execution of procedures, accurate documentation of security test results, updating of the Certification and Validation (C&A) validation reports, participation in collaboration meetings and production of Certification Determination (CD) Letters. |
| Junior Cyber Security Specialist | 4 | Bachelor's Degree in associated discipline area. | Provides support for the Certification and Validation (C&A) process. This includes analysis and documentation to be used in the overall C&A process. Responsible for meeting the training/certification requirements as determined by customer requirements |
| IT Project Principal | 12 | Master's Degree in associated discipline area. Bachelor's Degree and 8 years. | Manages and leads Joint Application Development (JAD) sessions with business users to gather and analyze requirements. Develop and document technical requirements from gathered business requirements. Leads complex design and detailed design including user interfaces to meet requirements. Oversees the development of code modules, data loading scripts, testing scripts and batch processes. |



| | Years of Experience | Education/ Degree | Description |
|---------------------------|----------------------------|--|--|
| Senior IT Project Manager | 8 | Bachelor's Degree in associated discipline area. | Performs Joint Application Development (JAD) sessions with business users to gather and analyze requirements. Develops and documents technical requirements from gathered business requirements. Assist with general design and detailed design including user interfaces to meet requirements. Develops of code modules, data loading scripts, testing scripts and batch processes. |
| IT Project Manager | 6 | Bachelor's Degree in associated discipline area. | Supports Joint Application Development (JAD) sessions with business users to gather and analyze requirements. Supports development and documentation of technical requirements from gathered business requirements. Assists with general design and detailed design including user interfaces to meet requirements. Supports development of detailed technical documentation, technical manuals, end-user training and tier 2 user support. |
| Junior IT Project Manager | 2 | Bachelor's Degree in associated discipline area. | Oversees management for the execution multiple, complex projects. Sets overall policy and direction for the engagement, communicates with clients and consulting teams to resolve issues, provide Subject Matter Expertise (SME) in one or more areas of their expertise to projects in their functional areas, act as senior client liaison, oversee contract and financial management for one or more engagements. Performs enterprise wide horizontal integration planning and interfaces to other functional systems. Has broad experience and background in the execution and delivery of IT and business projects. |



| | Years of Experience | Education/ Degree | Description |
|---------------------------|----------------------------|--|--|
| Senior IT Program Manager | 12 | Master's Degree in associated discipline area. Bachelor's Degree and 8 years. | Leads major portions of large or medium projects. Provides highly technical and specialized solutions to complex IT problems. Performs analyses and studies and prepares reports; Gathers facts through research, interviewing, and surveys. Analyzes the client's business, draws conclusions, prepares final reports and gives presentations. Uses comprehensive consultative skills and business knowledge to practice business transformation objectives and processes. |
| IT Program Manager | 10 | Bachelor's Degree in associated discipline area. 4 Years of Experience Substitutes for a Bachelor's Degree | Executes and leads medium or small projects and leads small projects. Provides technical and specialized solutions to moderately complex IT problems. Performs analyses and studies and prepares reports; Gathers facts through research, interviews and, surveys. Analyzes the client's business, draws conclusions, prepares final reports and gives presentations. Uses in-depth consultative skills and business knowledge to practice business transformation objectives and processes. |



| | Years of Experience | Education/ Degree | Description |
|---------------------------|----------------------------|--|---|
| Junior IT Program Manager | 2 | Bachelor's Degree in associated discipline area. 4 Years of Experience Substitutes for a Bachelor's Degree | Provides support and limited leadership to small projects, Provides technical and specialized support to moderately complex IT problems. Performs analyses and studies and prepares reports; Gathers facts through research, interviews and surveys. Analyzes the client's business, draws conclusions, prepares final reports and gives presentations. Uses consultative skills and business knowledge to practice business transformation objectives and processes. |

* = Not sold separately. They are only part of the purchase of IT services.



Pricing

| Labor Category | PRICE OFFERED TO GSA (including IFF) |
|--|--------------------------------------|
| Administrative Assistant 1* | \$ 39.69 |
| Administrative Assistant 2* | \$ 46.10 |
| Administrative Assistant 3* | \$ 60.58 |
| Administrative Assistant 4* | \$ 70.97 |
| Principal Applications Developer | \$153.67 |
| Senior Applications Developer | \$110.13 |
| Applications Developer | \$ 85.28 |
| Junior Applications Developer | \$ 60.00 |
| Senior Cyber Security Specialist | \$126.95 |
| Cyber Security Specialist | \$103.77 |
| Junior Cyber Security Specialist | \$ 89.67 |
| Senior Data Analyst | \$101.80 |
| Data Analyst | \$ 84.34 |
| Junior Data Analyst | \$ 70.28 |
| Principal Database Management Specialist | \$146.18 |
| Senior Database Management Specialist | \$109.41 |
| Database Management Specialist | \$ 76.17 |
| Junior Database Management Specialist | \$ 66.05 |
| Senior Engineer | \$ 96.00 |
| Engineer | \$ 73.50 |
| Junior Engineer | \$ 57.31 |
| Senior IT Consultant | \$165.00 |
| IT Consultant | \$107.09 |
| Junior IT Consultant | \$ 56.25 |
| Senior IT Program Manager | \$215.25 |
| IT Program Manager | \$176.06 |
| Junior IT Program Manager | \$ 61.05 |
| Senior Programmer Analyst | \$ 82.50 |
| Programmer Analyst | \$ 67.91 |
| Junior Programmer Analyst | \$ 56.90 |
| IT Project Principal | \$187.34 |
| Senior IT Project Manager | \$152.32 |
| IT Project Manager | \$105.00 |
| Junior IT Project Manager | \$ 71.25 |
| Senior Quality Assurance Specialist | \$ 93.00 |
| Quality Assurance Specialist | \$ 74.25 |
| Junior Quality Assurance Specialist | \$ 54.14 |
| Principal Solution Architect | \$216.53 |
| Senior Solution Architect | \$171.58 |
| Solution Architect | \$ 92.25 |
| Junior Solution Architect | \$ 60.00 |
| Senior Technical Writer | \$103.50 |
| Technical Writer | \$ 87.50 |
| Junior Technical Writer | \$ 66.49 |
| Senior Web Applications Developer | \$ 82.50 |
| Web Applications Developer | \$ 68.58 |
| Junior Web Applications Developer | \$ 56.67 |

* = Not sold separately. They are only part of the purchase of IT services.