

GENERAL SERVICES ADMINISTRATION
Federal Supply Service
Authorized Federal Supply Schedule Catalog / Price List

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 for GSA Advantage! is: <http://GSAAdvantage.gov>.

Multiple Award Schedule (MAS)

FSC/PSC: Class D399 IT AND TELECOM – OTHER IT AND TELECOMMUNICATIONS



Delivering Tomorrow's Solutions to Today's Challenges

Contract Number: 47QTCA18D00HB

Contract Period: 08/01/2023 - 07/31/2028

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at <http://fss.gsa.gov>.

Pricelist current through Modification PS-0014, awarded October 24, 2023.

CONTRACTOR
SI TEC CONSULTING, LLC
Db a SITEC

10010 Junction Drive, Suite 116-N
Annapolis Junction, MD 20701
Phone: 443-305-1121 Fax: 301-498-7384

www.mysitec.com

CONTRACTOR'S ADMINISTRATION SOURCE

10010 Junction Drive, Suite 116-N
Annapolis Junction, HD 20701
Contract Administration: Mike Goldring
Phone: 443-035-1125

Email: contracts@sitec-consulting.net

Business Size: Small business, Service-Disabled Veteran Owned Small business, SBA Certified Small Disadvantaged business, SBA Certified HUBZone Firm

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SPECIAL NOTICE TO AGENCIES: Small Business Participation

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

For orders exceeding the micro purchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service (www.gsaadvantage.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal Acquisition Service Home Page (www.gsa.gov/fas) 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 micro purchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1a. Table of awarded special item number(s) (SINs) / NAICS:

SIN 54151S Information Technology Professional Services

NAICS	DESCRIPTION
541511	Custom Computer Programming Services

SIN OLM Order Level Materials (OLM)

NAICS	DESCRIPTION
541511	Custom Computer Programming Services

Cooperative Purchasing (STLOC) and Disaster Recovery Purchasing (RC) are available.

1b. Lowest priced model number and price for each SIN:

(Government net price based on a unit of one)

Located on Page 38

1c. Hourly rates (Services only)

Located on Page 38

2. **Maximum order:** \$500,000

3. **Minimum order:** \$100

4. **Geographic coverage:** The 48 contiguous states, Alaska, Hawaii, Puerto Rico and the District of Columbia, the U.S. Territories and commonwealths.
5. **Point(s) of production:** Annapolis, Howard County, MD, USA
6. **Discount from list prices:** Prices shown in this pricelist are net, that is after discounts have been taken
7. **Quantity Discounts:** None
8. **Prompt payment terms:** Net 30 days
9. **Foreign items:** None
- 10a. **Time of delivery:** SI TEC Consulting, LLC 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)
SIN 54151S	Delivery Not Required
- 10b. **Expedited Delivery:** Items available for expedited delivery will be negotiated at time of task order award
- 10c. **Overnight and 2-day delivery:** Overnight and 2-day deliveries are available on certain items with fee to be negotiated at time of order.
- 10d. **Urgent Requirements:** The Contractor notes the “Urgent Requirements” clause in its contract. Please contact us for details.
11. **F.O.B. point:** Destination
- 12a. **Ordering address:**

SI TEC CONSULTING, LLC
 10010 JUNCTION DRIVE, SUITE 116-N
 ANNAPOLIS JUNCTION, MD, 20701-1211, USA
 PHONE: 443-305-1124
- 12b. **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.
13. **Payment address:**

SI TEC CONSULTING, LLC
 10010 JUNCTION DRIVE, SUITE 116-N
 ANNAPOLIS JUNCTION, MD, 20701-1211, USA
 Payables@sitec-consulting.net

14. Warranty provision:

- 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 SI TEC Consulting.
- b. The above is not intended to encompass items not currently covered by the SI TEC CONSULTING, LLC GSA Schedule contract.
- c. **SI TEC CONSULTING, LLC DOES NOT GUARANTEE THAT THE PROGRAMS WILL PERFORM ERROR-FREE OR UNINTERRUPTED. TO THE EXTENT PERMITTED BY LAW, THESE WARRANTIES ARE EXCLUSIVE AND THERE ARE NO OTHER EXPRESS OR IMPLIED WARRANTIES, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.**
FOR ANY BREACH OF THE ABOVE WARRANTIES, THE ORDERING ACTIVITY'S REMEDY SHALL BE: (A) THE CORRECTION OF PROGRAM ERRORS THAT CAUSE BREACH OF THE WARRANTY, OR IF SI TEC CONSULTING CANNOT SUBSTANTIALLY CORRECT SUCH BREACH IN A COMMERCIALY REASONABLE MANNER, THE ORDERING ACTIVITY MAY END ITS PROGRAM LICENSE AND RECOVER THE FEES PAID TO SI TEC CONSULTING FOR THE PROGRAM LICENSE AND ANY UNUSED TECHNICAL SUPPORT FEES PAID FOR THE PROGRAM LICENSE; OR (B) THE REPERFORMANCE OF THE DEFICIENT SERVICES, OR IF SI TEC CONSULTING CANNOT SUBSTANTIALLY CORRECT A BREACH IN A COMMERCIALY REASONABLE MANNER, THE ORDERING ACTIVITY

MAY END THE RELEVANT SERVICES AND RECOVER THE FEES PAID TO SI TEC CONSULTING FOR THE DEFICIENT SERVICES.

- d. Customer should contact contractor for a copy of the warranty.
- 15. **Export packing charges:** Not applicable
- 16. **Terms and conditions of rental, maintenance, and repair:** Not applicable
- 17. **Terms and conditions of installation:** Not applicable
- 18a. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices:** Not applicable
- 18b. **Terms and conditions for any other service:** Not applicable
- 19. **List of service and distribution points:** Not applicable
- 20. **List of participating dealers:** Not applicable
- 21. **Preventive maintenance:** Not applicable
- 22a. **Special attributes such as environmental attributes:** Not applicable
- 22b. **Section 508 Compliance for Electronic and Information Technology (EIT):** Section 508 compliance information on the supplies and services in this contract are available at the following website address: www.mysitec.com
- 23. **UEI number:** CDNAB3Q42HJ4 and **CAGE Code:** 4LF73
- 24. **Notification regarding registration in System for Award Management (SAM) Database:** Contractor has an Active Registration in the SAM database.

TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 54151S)

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

1. SCOPE

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

2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)

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

3. ORDER

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

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

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

a. The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

(1) Cancel the stop-work order; or

(2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

b. If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

(1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

(2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

c. If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

d. If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

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.

7. RESPONSIBILITIES OF THE CONTRACTOR

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

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

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

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize,

or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract.

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

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

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

- a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 54151S IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.
- b. Pricing for all IT Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

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

EXAMPLE: Commercial Job Title: System Engineer

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

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

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

PREAMBLE

SI TEC Consulting 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 **Mike Goldring 443-305-1125 (phone)**, contracts@sitec-consulting.net, **301-498-7384 (fax)**

BPA NUMBER _____

**(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT**

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, SI TEC Consulting 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 a ordering activity requirements.

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

Orders under a Team Arrangement are subject to terms and conditions or the Federal Supply Schedule Contract.

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

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

Here is a general outline on how it works:

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

SI TEC CONSULTING SERVICES

This appendix provides information concerning SI TEC Consulting's Services. While the preceding sections provide the terms and conditions, this Appendix provides information to help ordering activities understand the pricing for orders placed pursuant to this Schedule.

SI TEC Consulting was founded on the principles of providing knowledgeable consultants who understand and can develop effective integrated and automated solutions to the client's business needs. SI Tec Consulting has built a foundation in the Consulting and System Engineering Services industry specializing in the design, creation and implementation of customized software solutions that solve one or more problems. SI Tec Consulting proven corporate experience in the Federal marketplace providing Software Engineering services. SI Tec Consulting's vision is *"To be a premier provider of consulting and system engineering services for advanced business intelligence processes and information technology system."* With that, the Company's mission is *"To increase our client's business productivity through innovative services and systems that advance their current Information Technology boundaries."*

SI TEC Consulting Services engagements are provided on either a time and materials or fixed price basis. When an ordering activity determines that it wants to purchase SI TEC Consulting's Services, it should contact its SI TEC Consulting Representative to obtain a quotation. The Appendix represents SI TEC Consulting's current pricing practices regarding SI TEC Consulting Services and is designed to facilitate an ordering activity's understanding of the different factors SI TEC Consulting considers when constructing a quotation.

1. LABOR CATEGORIES AND DESCRIPTIONS

SI TEC Consulting Services may be purchased on an hourly basis in full day (i.e. 8-hour) increments, with a three-day (3 day) minimum, as set forth in the price tables below. Labor rates do not include materials, expenses or taxes. Taxes and expenses will be invoiced separately.

Each labor category is described below.

GSA MAS ITC INFORMATION TECHNOLOGY – LABOR CATEGORIES AND DESCRIPTIONS

Substitution Methodology: Due to the availability or limitation of education, occasionally substitution of experience as referenced below for a professional labor type with additional years of experience will be provided to the Federal Agency when responding to their IT requirements and it is solely the acquiring agency's determination, if the substitution is considered acceptable prior to an award.

Labor Category	Minimum / General Years of Experience	Functional Responsibility	Educational Requirements
Business Consultant I	A minimum of 2 years' experience within their function. This position is more experience driven than degree driven.	Acts as a liaison between the Business Function and Information Systems. Incumbents may be located in the Business Function or within the IT department. Provides technical/functional expertise in identifying, evaluating, and developing basic systems. Acts as a liaison representing their organization and the processes and workings within it by gathering business specifications and requirements and acts as the primary contact to IT for those business units' needs that are complex in nature.	Associate or bachelor's Degree or equivalent experience.
Business Consultant II	A minimum of 5 years' experience within their function. This position is more experience driven than degree driven.	Acts as a liaison between the Business Function and Information Systems. Incumbents may be located in the Business Function or within the IT department. Provides technical/functional expertise in identifying, evaluating, and developing basic systems. Acts as a liaison representing their organization and the processes and workings within it by gathering business specifications and requirements and acts as the primary contact to IT for those business units' needs that are complex in nature.	Bachelor's Degree or equivalent experience.
Communication Engineer / Technician I	1-5 years IT support experience, or equivalent training.	Provides support in the translation of business requirements into telecommunications (e.g., LAN, MAN, WAN, Voice and Video) requirements, designs and orders. Provides interface support to telecommunications end users, telecommunications operations personnel, and telecommunications strategic program management. May also perform tasks such as running wire, creating data connections, installing network racks, maintaining records, performing clerical duties, and providing job estimates.	Requires an associate's degree, BICSI certification (i.e. RCDD, DCDC, INSTC, INSTF, TECH, etc.) or equivalent

Labor Category	Minimum / General Years of Experience	Functional Responsibility	Educational Requirements
Communication Engineer / Technician II	4-10 years IT support experience, or equivalent training.	Provides support in the translation of business requirements into telecommunications (e.g., LAN, MAN, WAN, Voice and Video) requirements, designs and orders. Provides interface support to telecommunications end users, telecommunications operations personnel, and telecommunications strategic program management. May also perform tasks such as running wire, creating data connections, installing network racks, maintaining records, performing clerical duties, and providing job estimates.	Requires an associate degree, BICSI certification (i.e. RCDD, DCDC, INSTC, INSTF, TECH, etc.) or equivalent
Communication Engineer / Technician III	10+ years IT support experience, or equivalent training.	Provides support in the translation of business requirements into telecommunications (e.g., LAN, MAN, WAN, Voice and Video) requirements, designs and orders. Provides in-depth engineering analysis of telecommunications alternatives for government agencies in support of their strategic modernization efforts and telecommunications enhancement design for medium and large-scale telecommunication infrastructures. Provides interface support to telecommunications end users, telecommunications operations personnel, and telecommunications strategic program management.	Requires an associate degree, BICSI certification (i.e. RCDD, DCDC, INSTC, INSTF, TECH, etc.) or equivalent
Database Administrator I	A minimum of 2 years' experience	Designs, develops, and implements database applications to accommodate a variety of user needs. Administers, maintains, develops and implements the integrity, security and availability of multiple database(s). Defines informational needs and elements, data relationships and attributes, proposed manipulation, data flow and storage requirements, data output and reporting capabilities. Tests and recommends software products. Performs system level database and software maintenance.	Bachelor's Degree or equivalent experience. Advanced degree preferred.
Database Administrator II	A minimum of 8 years' experience	Designs, develops, and implements database applications to accommodate a variety of user needs. Administers, maintains, develops and implements the integrity, security and availability of multiple database(s). Defines informational needs and elements, data relationships and attributes, proposed manipulation, data flow and storage requirements, data output and reporting capabilities. Tests and recommends software products. Performs system level database and software maintenance. May act as a technical project leader or provide work leadership for lower level employees.	Bachelor's Degree or equivalent experience. Advanced degree preferred.

Labor Category	Minimum / General Years of Experience	Functional Responsibility	Educational Requirements
Functional Expert I	A minimum of 5 years related experience in multiple disciplines of the information systems, business and/or technology fields.	Provides integral support in the requirements determination, conceptualization, design, development, testing, verification and validation, documentation, and implementation of information systems or applications. Is viewed as a subject matter expert in a given domain and supports the business and technical managers in defining the requirements and design of a system.	Bachelor's Degree (Engineering, Information Systems, Business Administration, Economics, or equivalent experience).
Functional Expert II	A minimum of 8 years related experience in multiple disciplines of the information systems, business, and/or technology fields.	Provides integral support in the requirements determination, conceptualization, design, development, testing, verification and validation, documentation, and implementation of information systems or applications. Is viewed as a subject matter expert in a given domain and supports the business and technical managers in the defining the requirements and design of a system.	Bachelor's Degree (Engineering, Information Systems, Business Administration, Economics, or equivalent experience. Advanced Degree preferred
Helpdesk / Support I	1-3 years customer service or IT support experience, or equivalent training.	Provides telephone technical support to employees regarding technical aspects of assigned products. Answers questions about installation, operation, configuration, customization and usage of assigned products. Applies basic diagnostic techniques to identify problems, investigate causes and recommend solutions to correct common failures. Escalates complex problems to senior level Technical Support Specialist or Supervisor. Normally considered the Trainee level or Junior Level Support Staff. Must have strong communication skills and be able to effectively communicate technical issues.	Requires an associate degree or related certification (CompTIA A+, ACMT, HDI-CSR, ITIL Foundation, MCSA)
Helpdesk / Support II	3+ year's customer service or IT support experience, or equivalent training.	Provides telephone technical support to employees regarding technical aspects of assigned products. Answers questions about installation, operation, configuration, customization and usage of assigned products. Applies basic diagnostic techniques to identify problems, investigate causes and recommend solutions to correct common failures. Escalates complex problems to senior level Technical Support Specialist or Supervisor. Able to work independently and may provide limited technical support to assist with the resolution of issues. Must have strong communication skills and be able to effectively communicate technical issues.	Requires an associate degree or related certification (CompTIA A+, ACMT, HDI-CSR, ITIL Foundation, MCSA)

Labor Category	Minimum / General Years of Experience	Functional Responsibility	Educational Requirements
Helpdesk / Support III	5+ year's customer service or IT support experience, or equivalent training.	Provides telephone technical support to employees regarding technical aspects of assigned products. Answers questions about installation, operation, configuration, customization and usage of assigned products. Applies more advanced diagnostic techniques to identify problems, investigate causes and recommend solutions to correct common failures. Responsible for resolving escalated complex problems and works directly with senior level Technical Support Specialist or Supervisor. A manager or may have direct reports. Must have strong communication skills, able to effectively communicate technical issues, and exhibit strong leadership and task management skills.	Requires an associate degree or related certification (CompTIA A+, ACMT, HDI-CSR, ITIL Foundation, MCSA)
Information Technology Manager I	A minimum of 8 years applicable experience within various disciplines in the IT function, including supervision/management experience.	Plans, organizes, directs, and controls the activities and staff involved in the study, design, development, and installation of information systems, including systems analysis, programming and computer operations. Manages through subordinate managers, analysts and programmers, the development and installation of information systems for planning, control, and operational purposes. Supervises the conduct of feasibility studies for systems improvement and the preparation of systems project proposals. Prepares long-range systems projects/plans with priority recommendations. Presents proposed systems projects to higher management. Reviews facility and system requirements and prepares related recommendations. Prepares operational forecasts and requirements for data processing, systems development, and communications. Responsible for the employment, training, motivation and discipline of assigned employees.	Bachelor's/Master's Degree in Computer Science, a related field or equivalent experience.

Labor Category	Minimum / General Years of Experience	Functional Responsibility	Educational Requirements
Information Technology Manager II	A minimum of 12 years applicable experience within various disciplines in the IT function, including supervision/management experience.	Plans, organizes, directs, and controls the activities and staff involved in the study, design, development, and installation of information systems, including systems analysis, programming and computer operations. Manages through subordinate managers, analysts and programmers, the development and installation of information systems for planning, control, and operational purposes. Supervises the conduct of feasibility studies for systems improvement and the preparation of systems project proposals. Prepares long-range systems projects/plans with priority recommendations. Presents proposed systems projects to higher management. Reviews facility and system requirements and prepares related recommendations. Prepares operational forecasts and requirements for data processing, systems development, and communications. Responsible for the employment, training, motivation and discipline of assigned employees.	Bachelor's/Master's Degree in Computer Science, a related field or equivalent experience.
Network Engineer I	4 years progressively responsible network systems engineering experience.	Analyzes complex local and wide area network systems, including planning, designing, evaluating, selecting operating systems and protocol suites and configuring communication media with concentrators, bridges and other devices. Resolves difficult interoperability problems to obtain operation across all platforms including e-mail, files transfer, multimedia, teleconferencing and the like. Configures systems to user environments. Supports acquisition of hardware and software as well as subcontractor services. May act as a technical project leader or provide work leadership for lower level employees.	Bachelor's/Master's Degree in Computer Science, a related field or equivalent experience.
Network Engineer II	8 years progressively responsible network systems engineering experience.	Analyzes complex local and wide area network systems, including planning, designing, evaluating, selecting operating systems and protocol suites and configuring communication media with concentrators, bridges and other devices. Resolves difficult interoperability problems to obtain operation across all platforms including e-mail, files transfer, multimedia, teleconferencing and the like. Configures systems to user environments. Supports acquisition of hardware and software as well as subcontractor services. May act as a technical project leader or provide work leadership for lower level employees.	Bachelor's/Master's Degree in Computer Science, a related field or equivalent experience.

Labor Category	Minimum / General Years of Experience	Functional Responsibility	Educational Requirements
Senior Solutions / Enterprise Architect	A minimum of 12 years' experience in multiple disciplines of the information systems and technology fields.	Carries out highly-complex information systems and/or information technology tasks within more than one discipline. Disciplines may include, but are not limited to, application support, database administration, software quality assurance/quality control, software engineering, network telecommunications, and infrastructure operations of administration, analysis, engineering and design. Incumbent monitors and supports the information technology and systems infrastructures. Troubleshoots and resolves highly complex problems. Implements various applications of a highly complex nature. Conducts analysis including planning, designing, and evaluating a variety of highly complex information technology tools. Responds to user requests for system needs and upgrades. Requires initiative and independent judgment outside of the standard methodology, techniques, procedures and criteria. Develops and improves processes and procedures. Sought as a resource for resolution of unique or complex problems. May provide work leadership for lower level employees. If duties in one discipline encompass more than half the time, incumbent should be matched to the job specific to that discipline and not to this generalist position.	Bachelor's Degree in Engineering or Computer Science, a related field or equivalent experience. Advance degree preferred.
Program Director I	A minimum of 12 years functional and program management experience.	Directs the overall management of the Program Management technical and/or non-technical staff function through subordinate managers. This is the top-level manager in this function responsible for productivity, expense levels and asset management. Rarely becomes involved in day-to-day operational problems; is more concerned to see that overall budgets, schedules, and performance standards are realistically set and attained. Works directly with project managers/leads to ensure project and program success.	Bachelor's Degree or equivalent experience with an advanced degree in engineering or business preferred.

Labor Category	Minimum / General Years of Experience	Functional Responsibility	Educational Requirements
Program Manager I	A minimum of 5 year's program related experience and prior management experience.	Responsible for managing technical or functional government programs of moderate risk and complexity or may have deputy responsibility for a large program. Frequently is involved simultaneously in several programs. Oversees program budget and schedules prepared by subordinate staff. May have supervisory responsibilities including hiring, firing, salary, and performance management. May have primary responsibility for program growth. Serves as primary customer contact. May be responsible for P&L. May be responsible for business development within current customer base and/or for new customers. Program complexity is the primary criteria for leveling, and dollar value of programs is secondary. Excludes Engineers or other individuals temporarily assigned program management responsibilities and technical functional managers for a program.	Bachelor's Degree with emphasis in business; or engineering preferred; or equivalent experience.
Program Manager II	A minimum of 8 years program related experience in related areas with at least five years functional or program management experience.	Responsible for managing relatively complex technical or functional programs. Oversees program budget and schedules. May direct staff. Has primary responsibility for program growth; may be responsible for marketing new technology or follow-on business acquisition. May be responsible for P&L. May be responsible for business development within current customer base and/or for new customers. Program complexity is the primary criteria for leveling. Complexity to be determined internally and may or may not be a function of dollar volume or contract length.	Bachelor's Degree or equivalent experience with an advanced degree in engineering or business preferred.
Project Manager I	A minimum of 2 years Project Management experience.	Responsible for the day-to-day tactical duties for a moderately complex technical or functional program. Accountable to oversee results of multi-functional project teams. Responsible for the administrative/operational leadership of a project within the program guidelines set by the Program Manager and customer. Monitors project to ensure work scope, schedule, and budget are well defined and maintained. Provides the coordination between resource managers/supervisors and ensures all necessary reviews and approvals are received. May conduct performance/project analyses during phase-down to benefit future/other projects/missions/programs.	Bachelor's Degree with emphasis in Business, Engineering, or equivalent experience.

Labor Category	Minimum / General Years of Experience	Functional Responsibility	Educational Requirements
Project Manager II	A minimum of 5 years Project Management experience.	Responsible for the day-to-day tactical duties for a moderately complex technical or functional project or group of projects. Accountable to oversee results of multi-functional project teams. Responsible for the administrative/operational leadership of a project within the program guidelines set by the Program Manager and customer. Monitors project to ensure work scope, schedule, and budget are well defined and maintained. Provides the coordination between resource managers/supervisors and ensures all necessary reviews and approvals are received. May conduct performance/project analyses during phase-down to benefit future/other projects/missions/programs.	Bachelor's Degree with emphasis in Business, Engineering, or equivalent experience.
Quality Assurance Engineer I	0-3 years related experience in government software development, quality assurance and testing.	Assists with the implementation of a software quality assurance program in support of software products and services. Participates in establishing software quality standards for life cycle, documentation, development methods, testing and maintenance. Specifies functional and non-functional software requirements and test cases/scripts. Assists in establishing quantitative measurements and techniques for measuring software quality. Assists in establishing software test standards and methods and conducts routine software tests. Reviews and evaluates software products and services for adherence to government directives, standards and guidelines concerning software quality assurance. Junior level role.	Bachelor's Degree in Computer Science, a related field, or equivalent experience.
Quality Assurance Engineer II	3-5 years related experience in government software development, quality assurance and testing.	Responsible for the implementation of a software quality assurance program in support of software products and services. Establishes software quality standards for life cycle, documentation, development methods, testing and maintenance. Specifies functional and non-functional software requirements. Establishes quantitative measurements and techniques for measuring software quality. Establishes software test standards and methods and conducts software tests. Reviews and evaluates software products and services for adherence to government directives, standards and guidelines concerning software quality assurance. May provide work leadership for lower level employees. Excludes those with full supervisory responsibilities. Mid-level role.	Bachelor's Degree in Computer Science, a related field or equivalent experience.

Labor Category	Minimum / General Years of Experience	Functional Responsibility	Educational Requirements
Quality Assurance Engineer III	5+ years related experience in government software development, quality assurance and testing.	Responsible for the implementation of a software quality assurance program in support of software products and services. Establishes software quality standards for life cycle, documentation, development methods, testing and maintenance. Specifies functional and non-functional software requirements. Establishes quantitative measurements and techniques for measuring software quality. Establishes software test standards and methods and conducts software tests. Reviews and evaluates software products and services for adherence to government directives, standards and guidelines concerning software quality assurance. May provide work leadership for lower-level employees and full supervisory responsibility for junior and mid-level staff.	Bachelor's Degree in Computer Science, a related field or equivalent experience.
Security Analyst I	1-5 years' experience in developing and implementing Intrusion Detection Systems and firewalls.	Under general supervision, carries out all phases of information systems/networks security program that involves access to computers and computerized data enabling company to meet contractual requirements for networks security through firewalls and intrusion detection systems. Conducts regular audits to ensure that systems are being operated securely, and information system security policies and procedures are being implemented as defined in security plans. Develops, tests, and operates firewalls, intrusion detection systems, enterprise anti-virus systems and software deployment tools. Safeguards the network against unauthorized infiltration, modification, destruction or disclosure. Researches, evaluates, tests, communicates and implements new security software or devices. Implements, enforces, communicates and develops security policies or plans for data, software applications, hardware, telecommunications and information systems security education/awareness programs. Conducts routine investigations of information systems security violations and incidents, reporting as necessary to management. Responds to queries and requests for computer security information and reports.	Bachelor's Degree in Computer Science, a related field or equivalent experience.

Labor Category	Minimum / General Years of Experience	Functional Responsibility	Educational Requirements
Security Analyst II	5-8 years' experience in developing and implementing Intrusion Detection Systems and firewalls.	Under general direction, carries out all phases of information systems/networks security program that involves access to computers and computerized data enabling company to meet contractual requirements for networks security. Conducts regular audits to ensure that systems are being operated securely, and information system security policies and procedures are being implemented as defined in security plans. Develops, tests, and operates firewalls, intrusion detection systems, enterprise anti-virus systems and software deployment tools. Safeguards the network against unauthorized infiltration, modification, destruction or disclosure. Researches, evaluates, tests, recommends, communicates and implements new security software or devices. Implements, enforces, communicates and develops security policies or plans for data, software applications, hardware, telecommunications and information systems security education/awareness programs. Conducts investigations of computer security violations and incidents, reporting as necessary to management. Responds to queries and requests for computer security information and reports.	Bachelor's Degree in Computer Science, a related field or equivalent experience.

Labor Category	Minimum / General Years of Experience	Functional Responsibility	Educational Requirements
Security Analyst III	A minimum of 8 years' experience in developing and implementing Intrusion Detection Systems and firewalls.	Under minimal supervision, carries out all phases of information systems/networks security program that involves access to computers and computerized data enabling company to meet contractual requirements for networks security. Conducts regular audits to ensure that systems are being operated securely, and information systems security policies and procedures are being implemented as defined in security plans. Conducts investigations of computer security violations and incidents, reporting as necessary to management. Responds to queries and requests for computer security information and reports. Develops, tests, and operates firewalls, intrusion detection systems, enterprise anti-virus systems and software deployment tools. Safeguards the network against unauthorized infiltration, modification, destruction or disclosure. Researches, evaluates, tests, recommends, communicates and implements new security software or devices. Implements, enforces, communicates and develops security policies or plans for data, software applications, hardware, and telecommunications. Develops materials for computer security education/awareness programs. Provides information to management regarding the negative impact on the business caused by theft, destruction, alteration or denial of access to information. Provides recommendations to clients on information assurance engineering standards, implementation dependencies, and changing information assurance related technologies. Provides information assurance project management, technical security staff oversight, and development of mission-critical technical documents. May participate in planning and assigning personnel for certain projects. Recommends changes in process and procedures.	Bachelor's Degree in Computer Science, a related field or equivalent experience.
Software Engineer I	1-3 Years of Experience	Assists in the design, development, implementation, troubleshooting and analysis of software programs for computer/information systems and applications. May perform systems modeling, simulation and analysis. As required, provides inputs for documentation of new or existing programs. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Designs, codes, tests, debugs, and documents computer-based solutions.	Bachelor's Degree in Computer Science, a related field or equivalent experience.

Labor Category	Minimum / General Years of Experience	Functional Responsibility	Educational Requirements
Software Engineer II	3-8 Years' Experience	<p>Designs, develops and analyzes software programs of varying complexity for computer-based systems. Performs systems modeling, simulation and analysis. Collaborates with design engineers on characteristics that affect software systems and works with them to resolve incompatibilities. As required, provides inputs for documentation of new or existing programs. Devises or modifies procedures to solve problems considering computer equipment capacity and limitations, operating time, and form of desired results. Designs, codes, tests, debugs, and documents computer-based solutions. May provide work leadership for lower-level employees.</p>	<p>Bachelor's Degree in Computer Science, a related field or equivalent experience. Four years additional applicable software design engineering experience may be substituted in lieu of a degree</p>
Software Engineer III	8+ years of applicable progressively complex software design engineering experience.	<p>Develops and applies advanced methods, theories and research techniques in the investigation and solution of complex and advanced software applications and problems. Designs, develops and analyzes software programs of varying complexity for computer-based systems. Performs systems modeling, simulation and analysis. Collaborates with design engineers on characteristics that affect software systems and works with them to resolve incompatibilities. As required, provides inputs for documentation of new or existing programs. Devises or modifies procedures to solve problems considering computer equipment capacity and limitations, operating time, and form of desired results. Designs, codes, tests, debugs, and documents computer-based solutions. May provide work leadership for lower level employees.</p>	<p>Bachelor's Degree in Computer Science, a related field or equivalent experience. Four years additional applicable software design engineering experience may be substituted in lieu of a degree</p>
Software Engineer IV	10 or more years of applicable progressively complex software design engineering experience.	<p>Designs, codes, tests, debugs, and documents computer-based solutions. Collaborates with design engineers on characteristics that affect software systems and works with them to resolve incompatibilities. As required, provides inputs for documentation of new or existing programs. Develops and applies advanced methods, theories and research techniques in the investigation and solution of complex and advanced software applications and problems. Plans, conducts and technically directs phases of projects, coordinating the efforts of technical support staff in the performance of assigned projects. Reviews literature, patents and current practices relevant to the solution of assigned projects. May provide technical consultation and leadership to lower-level employees.</p>	<p>Bachelor's Degree in Computer Science, a related field or equivalent experience. Four years additional applicable software design engineering experience may be substituted in lieu of a degree</p>

Labor Category	Minimum / General Years of Experience	Functional Responsibility	Educational Requirements
Subject Matter Expert (SME)	15 Years' Experience.	Develops requirements from a project's inception to its conclusion for a particular IT subject matter area (i.e., simple to complex systems). Assists other project members with analysis and evaluation and with the preparation of recommendations for system improvements, optimization, development, and/or maintenance efforts in the following specialties: information systems architecture; networking; telecommunications; automation; communications protocols; risk management/electronic analysis; software; life-cycle management; software development methodologies; modeling and simulation; disaster recovery; and requirements management.	Bachelor's Degree in Computer Science, Information Technology, Engineering or Mathematics. Advanced Degree and/or relevant certifications preferred. An additional 4 years of experience or less can be considered in place of an advanced degree. An additional 4 years of experience may be substituted in lieu of a bachelor's degree.
System Administrator 0	0-1 years related systems administration experience.	Responsible for the day-to-day operational maintenance, support, and upgrades for operating systems, workstations and servers. Under general supervision, performs software installations and upgrades to operating systems and layered software packages. Schedules installations and upgrades and maintains them in accordance with established IT policies and procedures. Monitors and tunes the system to achieve optimum performance levels. Ensures workstation/server data integrity by evaluating, implementing, and managing appropriate software and hardware solutions. Ensures data/media recoverability by implementing a schedule of system backups and database archive operations. Implements and promotes standard operating procedures. Conducts hardware and software audits of workstations and servers to ensure compliance with established standards, policies, and configuration guidelines. Incumbents in this job differ from Network and Systems Analysts in that they provide the day-to-day upkeep and maintenance of the established systems whereas the Analysts determine and develop the systems that will be implemented.	Requires an associate degree or related certification (i.e. CompTIA A+, Linux Admin, RHCE, VCP6-DCV, etc.)

Labor Category	Minimum / General Years of Experience	Functional Responsibility	Educational Requirements
System Administrator I	2-5 years related systems administration experience.	Responsible for the day-to-day operational maintenance, support, and upgrades for operating systems, workstations and servers. Under general supervision, performs software installations and upgrades to operating systems and layered software packages. Schedules installations and upgrades and maintains them in accordance with established IT policies and procedures. Monitors and tunes the system to achieve optimum performance levels. Ensures workstation/server data integrity by evaluating, implementing, and managing appropriate software and hardware solutions. Ensures data/media recoverability by implementing a schedule of system backups and database archive operations. Implements and promotes standard operating procedures. Conducts hardware and software audits of workstations and servers to ensure compliance with established standards, policies, and configuration guidelines. Incumbents in this job differ from Network and Systems Analysts in that they provide the day-to-day upkeep and maintenance of the established systems whereas the Analysts determine and develop the systems that will be implemented.	Associates Degree in Computer Science, a related field or equivalent experience. Bachelor's degree preferred
System Administrator II	5+ years related systems administration experience.	Responsible for high-level, day-to-day operational maintenance, support, and upgrades for complex operating systems, workstations and servers. Coordinates, directs and performs complex software installations and upgrades to operating systems and layered software packages. Schedules installations and upgrades and maintains them in accordance with established IT policies and procedures. Continually monitors and tunes multiple systems to achieve optimum performance levels. Ensures workstation/server data integrity by evaluating, implementing, and managing appropriate software and hardware solutions of varying complexities. Ensures data/media recoverability by developing and implementing a schedule of system backups and database archive operations. Plans and implements the modernization of servers. Develops, implements and promotes standard operating procedures and schedules. Conducts hardware and software audits of workstations and servers to ensure compliance with established standards, policies, and configuration guidelines. Incumbent develops and implements new standards, policies and procedures. Incumbent in this job works closely with Network and Systems Analysts to help determine and develop the systems that will be implemented.	Associate degree in computer science or a related field, or equivalent experience. Bachelor's degree preferred

Labor Category	Minimum / General Years of Experience	Functional Responsibility	Educational Requirements
System Analyst I	0-5 years related systems analysis experience.	Performs analysis and systems design for a variety of applications. Gathers information from users for analysis of problem areas. Participates in or may plan and conduct preliminary studies of systems and/or applications. Develops detailed system specifications or system documentation. Creates and updates system specifications and plans including user training and orientation. May also be involved with the solicitation and documentation of system requirements.	Bachelor's degree in computer science, Management Information Systems, a related field or equivalent experience.
System Analyst II	5+ years of systems analysis experience.	Collects, Analyzes and evaluates user requirements by coordinating with the user to define the problem, data availability, report requirements and system design problems. Defines systems objectives and prepares system requirements and design specifications to meet user requirements and satisfy interface problems. Analyzes alternate means of deriving input data to select the most accurate, feasible and economical methods. Defines input and output file specifications including file organization. Defines controls, conversion procedures and system implementation plans including user training and orientation. May provide work leadership to lower-level employees.	Bachelor's degree in computer science, Management Information Systems, a related field or equivalent experience.
System Analyst III	Minimum 8 years of systems analysis experience.	Collects, Analyzes and evaluates user requirements by coordinating with the user to define the problem, data availability, report requirements and system design problems. Defines systems objectives and prepares system requirements and design specifications to meet user requirements and satisfy interface problems and design considerations. Analyzes alternate means of deriving input data to select the most accurate, feasible and economical methods. Defines input and output file specifications including file organization. Defines controls, conversion procedures and system implementation plans including user training and orientation. May provide work leadership to lower-level employees.	Bachelor's degree in computer science, Management Information Systems, a related field or equivalent experience.

Labor Category	Minimum / General Years of Experience	Functional Responsibility	Educational Requirements
System Engineer I	2-5 Years of Experience	Analyzes functional business requirements and design specifications for functional activities. Should provide identification/fixing for the problems within existing systems design/implementation of new systems, enhances the existing systems and participates in analysis, design and new construction of next generation IT systems. Responsible for understanding the needs of the customers and the realities of commercially available IT products and creating requirements that will allow implementation by the architecture and engineering team and COTS products. Must possess experience of system engineering in one or more areas including telecommunications concepts, computer languages, operating systems, database/DBMS and middleware.	Bachelor's Degree in Computer Science, a related field or equivalent experience. 2 years additional applicable system design engineering experience may be substituted in lieu of a degree
System Engineer II	5-10 Years' Experience	Analyzes functional business requirements and design specifications for functional activities. Should provide identification/fixing for the problems within existing systems design/implementation of new systems, enhances the existing systems and participates in analysis, design and new construction of next generation IT systems. Responsible for understanding the needs of the customers and the realities of commercially available IT products and creating requirements that will allow implementation by the architecture and engineering team and COTS products. Must possess experience of system engineering in one or more areas including telecommunications concepts, computer languages, operating systems, database/DBMS and middleware.	Bachelor's Degree in Computer Science, a related field or equivalent experience. 2 years additional applicable system design engineering experience may be substituted in lieu of a degree.
System Engineer III	10+ Years of applicable progressively complex system design, integration, engineering experience.	Analyzes functional business requirements and design specifications for functional activities. Should provide identification/fixing for the problems within existing systems design/implementation of new systems, enhances the existing systems and participates in analysis, design and new construction of next generation IT systems. Responsible for understanding the needs of the customers and the realities of commercially available IT products and creating requirements that will allow implementation by the architecture and engineering team and COTS products. Must possess experience of system engineering in one or more areas including telecommunications concepts, computer languages, operating systems, database/DBMS and middleware.	Bachelor's Degree in Computer Science, a related field or equivalent experience. 2+ years additional applicable system design engineering experience may be substituted in lieu of a degree

Labor Category	Minimum / General Years of Experience	Functional Responsibility	Educational Requirements
Requirements Analyst / Documentation Specialist	4 Years related experience	Gathers, analyzes, translates and composes technical information into clear, readable documents to be used by technical and non-technical personnel. Composes technical documents including, user's manuals, training materials, installation guides, proposals, and reports. Edits functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents. Conducts research and ensures the use of proper technical terminology. Documents and tracks business and system requirements.	Bachelor's Degree in English, Communications, Journalism or related field including Information Systems, Computer Science. An additional 4 years of experience may be substituted in lieu of a degree
Test Engineer I	1-3 years applicable related experience.	Designs and develops moderately complex test programs, processes, and systems to measure the functionality and integrity of products and services. May design and build moderately complex test stations. Writes moderately complex test procedures and protocols to assess product reliability and evaluates the ability of products to meet performance standards and specifications. Gathers test data and evaluates the results of tests to determine if product designs and architecture meets customer specifications and performance expectations. Develops moderately complex test simulations to evaluate how products react under different conditions and analyzes product failure to assess the integrity and reliability of product performance. Debugs moderately complex test hardware and software. Analyzes test cases and scenarios and reports results. Collaborates with other engineering groups to improve or upgrade product performance.	Bachelor's Degree in Engineering or related technical discipline or equivalent experience.

Labor Category	Minimum / General Years of Experience	Functional Responsibility	Educational Requirements
Test Engineer II	3-8 years applicable related experience.	<p>Designs and develops complex test programs, processes, and systems to measure the functionality and integrity of products and services. Designs and builds test stations. Writes complex test procedures and protocols to assess product reliability and evaluates the ability of products to meet performance standards and specifications. Gathers test data and evaluates the results of tests to determine if product designs and architecture meets customer specifications and performance expectations. Develops complex test simulations to evaluate how products react under different conditions and analyzes product failure to assess the integrity and reliability of product performance. Debugs complex test hardware and software. Analyzes test cases and scenarios and reports results. Collaborates with other engineering groups to improve or upgrade product performance. May provide work leadership for lower-level employees.</p>	Bachelor's Degree in Engineering or related technical discipline or equivalent experience.
Test Engineer III	8+ year's applicable progressively complex related experience.	<p>Designs and develops highly complex test programs, processes, and systems to measure the functionality and integrity of products and services. May lead the design and building of test stations. Writes highly complex test procedures and protocols to assess product reliability and evaluates the ability of products to meet performance standards and specifications. Monitors the gathering of test data and may supervise the evaluation of test results to determine if product designs and architecture meets customer specifications and performance expectations. Develops highly complex test simulations to evaluate how products react under different conditions and analyzes product failure to assess the integrity and reliability of product performance. Defines debug protocols for test hardware and software. Analyzes test cases and scenarios and reports results. Collaborates with other engineering groups to improve or upgrade product performance. May provide technical consultation to other organizations and work leadership for lower-level employees.</p>	Bachelor's Degree in Engineering or related technical discipline or equivalent experience.

Labor Category	Minimum / General Years of Experience	Functional Responsibility	Educational Requirements
Web Developer 0	1–5 years related experience	Builds, deploys and maintains Web Site pages. Develops and improves site navigation. Coordinates with web content developers and graphics designers to ensure that needs are technically feasible. Provides technical site maintenance, consultation on issues related to animation, search engine techniques, link integrity, navigation, browsers, graphics, and other technical web developments. Develops code using HTML, Visual Basic or other web-based programming languages. Prepares technical documentation. Provides technical consultation, planning, and administration of the software infrastructure and technical support for the implementation and maintenance of company's web sites.	Associate degree or comparable experience. Knowledge of web activities, techniques, tools, HTML code, and JAVA, GIF, animation, browser and GUI design related applications.
Web Developer I	5–8 years related experience	Builds, deploys and maintains Web Site pages. Develops and improves site navigation. Consults with web content developers to ensure that complex needs are technically feasible. Provides technical site maintenance, consultation on issues related to animation, search engine techniques, link integrity, navigation, browsers, graphics, and other technical web developments. Design web architecture. Ensures functionality. Develops functionality and navigation testing standards. May provide project leadership. Provides technical consultation, planning, and administration of the software infrastructure and technical support for the implementation and maintenance of company's web sites	B.A. /B.S. degree or equivalent experience. Requires hands-on experience with web activities, techniques, tools, HTML code, JAVA, GIF, animation, browser and GUI design related applications.
Web Developer II	8 - 10 years related experience	Builds, deploys and maintains complex Web Sites. Develops and improves site navigation. Consults with web content developers to ensure that complex needs are technically feasible. Directs and provides technical site maintenance. Provides knowledge and expertise on issues related to animation, search engine techniques, link integrity, navigation, browsers, graphics, database connectivity and other technical web developments. Recommends and designs web architecture. Ensures and develops functionality and navigation testing standards. Provides project leadership. Provides technical consultation, planning, and administration of the software infrastructure and technical support for the implementation and maintenance of company's web sites.	B.A. /B.S. degree or equivalent experience. Requires extensive and in-depth knowledge of web activities, techniques, tools, HTML code, JAVA, GIF, animation, browser and GUI design related applications.

2. LABOR RATES

GSA MAS ITC INFORMATION TECHNOLOGY – PRICE LIST

SIN	Service/Category	Unit of Measure (per)	8/1/2023-7/31/2024	8/1/2024-7/31/2025	8/1/2025-7/31/2026	8/1/2026-7/31/2027
54151S	Business Consultant I	Hour	\$71.21	\$72.99	\$74.82	\$76.69
54151S	Business Consultant II	Hour	\$79.82	\$81.82	\$83.86	\$85.96
54151S	Communications Engineer / Technician I	Hour	\$81.05	\$83.08	\$85.15	\$87.28
54151S	Communications Engineer / Technician II	Hour	\$97.02	\$99.45	\$101.93	\$104.48
54151S	Communications Engineer / Technician III	Hour	\$130.17	\$133.42	\$136.76	\$140.18
54151S	Database Administrator I	Hour	\$120.88	\$123.90	\$127.00	\$130.17
54151S	Database Administrator II	Hour	\$136.24	\$139.65	\$143.14	\$146.72
54151S	Functional Expert I	Hour	\$95.79	\$98.18	\$100.64	\$103.16
54151S	Functional Expert II	Hour	\$119.10	\$122.08	\$125.13	\$128.26
54151S	Helpdesk/Support I	Hour	\$63.78	\$65.37	\$67.01	\$68.68
54151S	Helpdesk/Support II	Hour	\$76.53	\$78.44	\$80.40	\$82.41
54151S	Helpdesk/Support III	Hour	\$89.30	\$91.53	\$93.82	\$96.17
54151S	Information Technology Manager I	Hour	\$211.34	\$216.62	\$222.04	\$227.59
54151S	Information Technology Manager II	Hour	\$221.13	\$226.66	\$232.32	\$238.13
54151S	Network Engineer I	Hour	\$101.94	\$104.49	\$107.10	\$109.78
54151S	Network Engineer II	Hour	\$126.48	\$129.64	\$132.88	\$136.21
54151S	Senior Solutions/Enterprise Architect	Hour	\$217.12	\$222.55	\$228.11	\$233.81
54151S	Program Director	Hour	\$262.48	\$269.04	\$275.77	\$282.66

SIN	Service/Category	Unit of Measure (per)	8/1/2023-7/31/2024	8/1/2024-7/31/2025	8/1/2025-7/31/2026	8/1/2026-7/31/2027
54151S	Program Manager I	Hour	\$150.01	\$153.76	\$157.60	\$161.54
54151S	Program Manager II	Hour	\$178.72	\$183.19	\$187.77	\$192.46
54151S	Project Manager I	Hours	\$142.52	\$146.08	\$149.74	\$153.48
54151S	Project Manager II	Hours	\$169.77	\$174.01	\$178.36	\$182.82
54151S	Quality Assurance Engineer I	Hour	\$73.43	\$75.27	\$77.15	\$79.08
54151S	Quality Assurance Engineer II	Hour	\$87.80	\$90.00	\$92.24	\$94.55
54151S	Quality Assurance Engineer III	Hour	\$108.55	\$111.26	\$114.05	\$116.90
54151S	Security Analyst I	Hour	\$100.59	\$103.10	\$105.68	\$108.32
54151S	Security Analyst II	Hour	\$127.71	\$130.90	\$134.18	\$137.53
54151S	Security Analyst III	Hour	\$148.47	\$152.18	\$155.99	\$159.89
54151S	Software Engineer I	Hour	\$70.55	\$72.31	\$74.12	\$75.97
54151S	Software Engineer II	Hour	\$114.80	\$117.67	\$120.61	\$123.63
54151S	Software Engineer III	Hour	\$149.73	\$153.47	\$157.31	\$161.24
54151S	Software Engineer IV	Hour	\$167.22	\$171.40	\$175.69	\$180.08
54151S	Subject Matter Expert (SME)	Hour	\$199.32	\$204.30	\$209.41	\$214.65
54151S	System Administrator 0	Hour	\$68.92	\$70.64	\$72.41	\$74.22
54151S	System Administrator I	Hour	\$104.98	\$107.60	\$110.29	\$113.05
54151S	System Administrator II	Hour	\$116.45	\$119.36	\$122.35	\$125.40
54151S	System Analyst I	Hour	\$93.34	\$95.67	\$98.07	\$100.52
54151S	System Analyst II	Hour	\$103.15	\$105.73	\$108.37	\$111.08
54151S	System Analyst III	Hour	\$122.79	\$125.86	\$129.01	\$132.23

SIN	Service/Category	Unit of Measure (per)	8/1/2023-7/31/2024	8/1/2024-7/31/2025	8/1/2025-7/31/2026	8/1/2026-7/31/2027
54151S	System Engineer I	Hour	\$101.81	\$104.36	\$106.96	\$109.64
54151S	System Engineer II	Hour	\$149.89	\$153.64	\$157.48	\$161.42
54151S	System Engineer III	Hour	\$195.21	\$200.09	\$205.09	\$210.22
54151S	Requirements Analyst / Document Specialist	Hour	\$100.96	\$103.48	\$106.07	\$108.72
54151S	Test Engineer I	Hour	\$77.24	\$79.17	\$81.15	\$83.18
54151S	Test Engineer II	Hour	\$109.08	\$111.81	\$114.60	\$117.47
54151S	Test Engineer III	Hour	\$133.14	\$136.47	\$139.88	\$143.38
54151S	Web Developer 0	Hour	\$82.55	\$84.61	\$86.73	\$88.90
54151S	Web Developer I	Hour	\$99.82	\$102.32	\$104.87	\$107.50
54151S	Web Developer II	Hour	\$131.53	\$134.82	\$138.19	\$141.64