HIGHRISE CONSULTING, INC.
www.highriseconsulting.com

GENERAL SERVICES ADMINISTRATION
Federal Acquisition Service
Authorized Federal Supply Schedule FSS Price List

Highrise Consulting Inc

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Bethesda, MD 20817
(P) 301-648-3104 | (F)800-604-8845
www.highriseconsulting.com
Contract Administrator: Daniel Fox, dfox@highriseconsulting.com

Contract Number: GS-35F-0236W
Contract Period: February 1, 2010 – January 31, 2030
Business Size: Other than Small Business

Schedule Title: Multiple Award Schedule
Federal Supply Group: Information Technology

Pricelist current as of Modification PS-0028, effective 08/26/2024.

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

For more information on ordering go to the following website: https://www.gsa.gov/schedules.

CUSTOMER INFORMATION:

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

SIN	SIN Description
54151HEAL/54151HEALRC	Health Information Technology Services
54151S/54151SRC	Information Technology Professional Services
OLM/OLMRC	Order Level Materials

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. See pricing beginning on page 4.

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 Labor Category Descriptions Page 7.

2. Maximum Order: SINs 54151HEAL and 54151S - $500,000
SIN OLM - $250,000

3. Minimum Order: $100.00

4. Geographic Coverage: Domestic

5. Point(s) of production: Same as company address

6. Discount from list prices or statement of net price: Government net prices (discounts already deducted).

7. Quantity discounts: None

8. Prompt payment terms: Net 30 Days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions

9. Foreign items: None

10a. Time of Delivery: As negotiated with Ordering Agency

10b. Expedited Delivery: Contact Contractor

10c. Overnight and 2-day delivery: Contact Contractor

10d. Urgent Requirements: Contact Contractor

11. F.O.B Points: Destination

12a. Ordering Address: Highrise Consulting Inc
                                   Attn: GSA Orders
                                   7104 Saunders Court
                                   Bethesda, MD 20817

12b. Ordering procedures: See Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment address: Highrise Consulting Inc
                                   Attn: GSA Orders
                                   7104 Saunders Court
                                   Bethesda, MD 20817

14. Warranty provision: Contractor's standard commercial warranty.

15. Export Packing Charges: N/A

16. Terms and conditions of rental, maintenance, and repair: N/A

17. Terms and conditions of installation: N/A

18a. Terms and conditions of repair parts: N/A

18b. Terms and conditions for any other services: N/A

19. List of service and distribution points: N/A

20. List of participating dealers: N/A

21. Preventive maintenance: N/A

22a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: N/A

22b. If applicable, indicate that Section 508 compliance information is available for the information and communications technology (ICT) products and services and show where full details can be found (e.g. contractor's website or other location.) ICT accessibility standards can be found at: https://www.Section508.gov/ and www.highriseconsulting.com.

23. Unique Entity Identifier (UEI) Number: NTHHMWJJJ7N8

24. Notification regarding registration in System for Award Management (SAM) database: Highrise Consulting Inc is registered.

HIGHRISE CONSULTING, INC.
www.highriseconsulting.com

GSA Hourly Rates (w/IFF)
SINs 54151HEAL and 54151S

Labor Category	Year 15 02/01/24 – 01/31/25	Year 16 02/01/25 – 01/31/26	Year 17 02/01/26 – 01/31/27	Year 18 02/01/27 – 01/31/28	Year 19 02/01/28 – 01/31/29	Year 20 02/01/29 – 01/31/30
Application Developer 1	$64.15	$65.57	$67.01	$68.48	$69.99	$71.53
Application Developer 2	$86.65	$88.56	$90.51	$92.50	$94.53	$96.61
Application Developer 3	$103.73	$106.02	$108.35	$110.73	$113.17	$115.66
Application Developer 4	$115.05	$117.58	$120.17	$122.81	$125.52	$128.28
BPM Engineer 1	$152.44	$155.79	$159.22	$162.72	$166.30	$169.96
Business Analyst 1	$141.30	$144.40	$147.58	$150.83	$154.15	$157.54
Business Analyst 2	$149.33	$152.62	$155.98	$159.41	$162.92	$166.50
Configuration Manager 1	$126.86	$129.65	$132.50	$135.42	$138.40	$141.44
Configuration Manager 2	$135.06	$138.03	$141.07	$144.17	$147.34	$150.59
Database Administrator 1	$101.71	$103.94	$106.23	$108.57	$110.96	$113.40
Database Administrator 2	$121.39	$124.06	$126.79	$129.57	$132.43	$135.34
Database Administrator 3	$131.17	$134.05	$137.00	$140.02	$143.10	$146.25
Database Administrator 4	$146.55	$149.78	$153.07	$156.44	$159.88	$163.40
Help Desk Analyst 1	$43.39	$44.34	$45.32	$46.31	$47.33	$48.37
Help Desk Analyst 2	$56.35	$57.59	$58.86	$60.15	$61.48	$62.83
Help Desk Analyst 3	$75.72	$77.38	$79.08	$80.82	$82.60	$84.42
PMO Analyst 1	$242.24	$247.57	$253.02	$258.59	$264.27	$270.09
PMO Analyst 2	$285.31	$291.59	$298.01	$304.56	$311.26	$318.11
Project Director 1	$169.65	$173.39	$177.20	$181.10	$185.08	$189.15
Project Manager 1	$141.30	$144.40	$147.58	$150.83	$154.15	$157.54
QA Analyst 1	$102.89	$105.15	$107.46	$109.83	$112.24	$114.71
QA Analyst 2	$110.40	$112.83	$115.31	$117.85	$120.44	$123.09
QA Analyst 3	$121.37	$124.04	$126.77	$129.56	$132.41	$135.33

Labor Category	Year 15 02/01/24 – 01/31/25	Year 16 02/01/25 – 01/31/26	Year 17 02/01/26 – 01/31/27	Year 18 02/01/27 – 01/31/28	Year 19 02/01/28 – 01/31/29	Year 20 02/01/29 – 01/31/30
QA Tester 1	$71.73	$73.30	$74.92	$76.56	$78.25	$79.97
QA Tester 2	$87.83	$89.76	$91.74	$93.75	$95.82	$97.93
QA Tester 3	$98.85	$101.03	$103.25	$105.52	$107.84	$110.22
Requirements Analyst 1	$119.62	$122.25	$124.94	$127.68	$130.49	$133.36
Requirements Analyst 2	$121.39	$124.06	$126.79	$129.58	$132.43	$135.34
Security Analyst 1	$111.38	$113.83	$116.33	$118.89	$121.51	$124.18
Security Analyst 2	$146.99	$150.22	$153.53	$156.90	$160.36	$163.88
Software Architect 1	$133.46	$136.40	$139.40	$142.46	$145.60	$148.80
Software Architect 2	$143.54	$146.70	$149.92	$153.22	$156.59	$160.04
Software Developer 1	$112.21	$114.67	$117.20	$119.78	$122.41	$125.10
Software Engineer 1	$119.21	$121.83	$124.51	$127.25	$130.05	$132.91
Software Engineer 2	$137.60	$140.63	$143.73	$146.89	$150.12	$153.42
Software Engineer 3	$147.12	$150.36	$153.67	$157.05	$160.50	$164.04
Subject Matter Expert 1	$109.92	$112.34	$114.81	$117.34	$119.92	$122.56
Subject Matter Expert 2	$127.90	$130.71	$133.58	$136.52	$139.53	$142.60
Subject Matter Expert 3	$176.97	$180.86	$184.84	$188.91	$193.06	$197.31
Subject Matter Expert 4	$205.86	$210.39	$215.01	$219.74	$224.58	$229.52
Subject Matter Expert 5	$224.71	$229.66	$234.71	$239.87	$245.15	$250.54
System Administrator 1	$56.37	$57.61	$58.88	$60.17	$61.50	$62.85
System Administrator 2	$88.71	$90.66	$92.66	$94.70	$96.78	$98.91
System Administrator 3	$113.93	$116.44	$119.00	$121.62	$124.30	$127.03
System Administrator 4	$136.82	$139.83	$142.90	$146.05	$149.26	$152.54
Systems Analyst 1	$79.83	$81.58	$83.38	$85.21	$87.09	$89.00
Systems Analyst 2	$94.84	$96.93	$99.06	$101.24	$103.46	$105.74
Systems Analyst 3	$120.76	$123.42	$126.13	$128.91	$131.74	$134.64
Technical Writer 1	$75.92	$77.59	$79.29	$81.04	$82.82	$84.64

Labor Category	Year 15 02/01/24 – 01/31/25	Year 16 02/01/25 – 01/31/26	Year 17 02/01/26 – 01/31/27	Year 18 02/01/27 – 01/31/28	Year 19 02/01/28 – 01/31/29	Year 20 02/01/29 – 01/31/30
Technical Writer 2	$84.69	$86.55	$88.45	$90.40	$92.39	$94.42
Trainer 1	$78.40	$80.13	$81.89	$83.69	$85.53	$87.41
Trainer 2	$94.10	$96.17	$98.28	$100.44	$102.65	$104.91

Service Contract Labor Standards: The Service Contract Labor Standards (SCLS) are applicable to this contract as it applies to the entire Consolidated MAS Schedule and all services provided. While no specific labor categories have been identified as being subject to SCLS due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), this contract still maintains the provisions and protections for SCLS eligible labor categories. If and / or when the contractor adds SCLS labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

Labor Category Descriptions
SINs 54151HEAL and 54151S

Application Developer 1

Functional Responsibility: Assists with the analysis of information requirements. Aids in the evaluation of problems with workflow, organization, and planning and helps in the development of appropriate corrective action. Performs software coding under the direction of more senior staff.

Minimum Education: Associates Degree

Minimum Experience: 3 Years

Application Developer 2

Functional Responsibility: Participates in the design of software tools and subsystems to support reuse and domain analysis. Assists Software Engineer and Applications Developer to interpret software requirements and design specifications to code, and integrate and test software components. Performs software coding.

Minimum Education: Bachelors Degree

Minimum Experience: 3 Years

Application Developer 3

Functional Responsibility: Analyzes functional business applications and design specifications for functional areas such as finance, accounting, personnel, manpower, logistics, and contracts. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met. Possesses experience in information system design, including application programming on large-scale Database Management System (DBMS) and the development of complex software to satisfy design objectives.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

Application Developer 4

Functional Responsibility: Analyzes functional business applications and design specifications for functional areas such as finance, accounting, personnel, manpower, logistics, and contracts. Develops block diagrams and logic flow charts. Translates detailed designs into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met. Possesses experience in information system design, including application programming on large-scale Database Management System (DBMS) and the development of complex software to satisfy design objectives.

Minimum Education: Bachelors Degree

Minimum Experience: 7 Years

BPM Engineer 1

Functional Responsibility: Applies process improvement, reengineering methodologies, and internet-related methodologies and principles to conduct process modernization projects. Responsible for transitioning of existing organizations or project teams in accomplishing the organization's goals or project activities and objectives through improved use of internet and other automated processes. Supports activity and data modeling; development of modern business methods; identification of best practices; and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer.

Minimum Education: Bachelors Degree

Minimum Experience: 3 Years

Business Analyst 1

Functional Responsibility: Under general supervision, formulates/defines system scope and objectives for assigned projects. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Prepares detailed specifications from which programs will be written. Provides program design, coding, testing, debugging, and documentation. Has technical knowledge of all phases of applications systems analysis and programming. Instructs, directs, and checks the work of other systems analysis and programming personnel. Provides QA review. Directs and monitors the work of team members. May be responsible for project completion and user satisfaction. Responsible for production of inception phase products and by-products, including use-case model, user experience model, client vision, and acceptance criteria.

Minimum Education: Bachelors Degree

Minimum Experience: 4 Years

Business Analyst 2

Functional Responsibility: Assists in applying common best practices for the industry to the customer using a knowledge base to create conceptual business models and to identify relevant issues and considerations in selecting application software packages. Assesses the operational and functional baseline of an organization and its organizational components, and helps to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Typical areas addressed include Human Resources (HR), Finance, Supply, and operations. Identifies Information Technology (IT) inadequacies and/or deficiencies that affect the functional area's ability to support/meet organizational goals. Supports the development of functional area strategies for enhanced IT.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Configuration Manager 1

Functional Responsibility: Provides Configuration Management (CM) planning. Describes provisions for configuration identification, change control, configuration status accounting, and configuration audits. Regulates the change process so that only approved and validated changes are incorporated into product documents and related software.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Configuration Manager 2

Functional Responsibility: Under little to no direction, is responsible for defining and executing the CM policies and practices, especially as they apply to an iterative and incremental lifecycle such as the Rational Unified Process (RUP). Establishes and executes the Configuration Plan and all assets.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

Database Administrator 1

Functional Responsibility: Performs routine tasks for maintaining databases, including monitoring logs, performance, and resource utilization. Participates in new releases by executing scripts. Documents database design, including updating Computed Aided Software Engineering (CASE) tools to reflect changes to database design.

Minimum Education: Bachelors Degree

Minimum Experience: 3 Years

Database Administrator 2

Functional Responsibility: With general direction, designs, maintains, and controls corporate databases and data dictionaries on multiple platforms. Troubleshoots and resolves operational problems pro-actively and ensures consistent operational excellence. Performs complete maintenance such as database backups, integrity checks, load monitoring, and performance tuning. Develops, documents, and enforces standards for access to the databases. Analyzes all informational requirements of production systems and develops database specifications. Designs, implements, and periodically tests the database backup and recovery procedures. Defines procedures for testing and implementing new applications in the database environment. Analyzes current and projected future database performance; fine tuning and/or recommends hardware changes when necessary. Interacts with technical support teams and DBMS vendors to schedule installation and maintenance of the DBMS software and upgrades.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

Database Administrator 3

Functional Responsibility: Analyzes database requirements of assigned projects. Analyzes and determine information needs and elements, database relationships and attributes, proposed manipulation, data flow and storage requirements, and data output and reporting capabilities. Applies knowledge of DBMS to coordinate maintenance and changes to databases. Writes logical and physical database descriptions, including location, space, access method, and security requirements. Provides direction to programmers and analysts, as required, to affect changes to DBMS. Provides answers to database questions. Possesses knowledge of and ability to monitor databases and to analyze and organize data and apply new technology designs and programs.

Minimum Education: Bachelors Degree

Minimum Experience: 7 Years

Database Administrator 4

Functional Responsibility: Provides highly technical expertise in 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. Tests and assists in implementation of changes or new database designs. Monitors database usage and statistics. Possesses knowledge of relational database environment.

Minimum Education: Bachelors Degree

Minimum Experience: 9 Years

Help Desk Analyst 1

Functional Responsibility: Provides phone, email, web, and in-person support to users in the areas of e-mail, directories, computer operating systems, desktop applications for all types of computer systems, and applications developed or deployed under this contract. Serves as the first Point-of-Contact (POC) for troubleshooting Software (SW)/ Hardware (HW), all types of computer systems (PC and Mac), and printer problems.

Minimum Education: Associates Degree

Minimum Experience: 1 Year

Help Desk Analyst 2

Functional Responsibility: Provides phone, email, web, and in-person support to users in the areas of e-mail, directories, computer operating systems, desktop applications for all types of computer systems, and applications developed or deployed under this contract. Serves as the first POC for troubleshooting HW/SW, all types of computer systems (PC and Mac), and printer problems. This role adds some specific understanding of customer needs and business processes, with an ability to work independently to satisfy customer demands. Participates in documentation activities, including user manuals and knowledge base updates.

Minimum Education: Associates Degree

Minimum Experience: 2 Years

Help Desk Analyst 3

Functional Responsibility: Provides phone, email, web, and in-person support to users in the areas of e-mail, directories, computer operating systems, desktop applications for all types of computer systems, and applications developed or deployed under this contract. Serves as the first POC for troubleshooting HW/SW, all types of computer systems (PC and Mac), and printer problems. This role adds some specific understanding of customer needs and business processes, with an ability to work independently to satisfy customer demands. This role entails expertise in managing the specific requirement, along with the ability to oversee support staff with the same mission. Participates in documentation activities, including user manuals and knowledge base updates, and conducts training.

Minimum Education: Associates Degree

Minimum Experience: 3 Years

PMO Analyst 1

Functional Responsibility: Support Program Management Office (PMO) team including: tracking status of program deliverables and milestones; supporting adoption of project lifecycle and deliverables; program level risk and issue coordination; monitoring status of projects transitioning into normal service; coordination of regular project and program level reporting cycles; and coordination of project Governance arrangements, Post Project Reviews, and Program-level workshops. Additional responsibilities may include defining and updating project management processes, standards, and governance, contributing to Quality Reviews and coordinating activities in support of quality objectives. Provides project support, ensuring project plans and project documentation are complete and up-to-date; provides regular project status updates; helps acquire necessary resources and skills; and contributes to delivery of business systems to meet identified business requirements.

Minimum Education: Bachelors Degree

Minimum Experience: 10 Years

PMO Analyst 2

Functional Responsibility: Support PMO team including: tracking status of program deliverables and milestones; supporting adoption of project lifecycle and deliverables; program level risk and issue coordination; monitoring status of projects transitioning into normal service; coordination of regular project and program-level reporting cycles; and coordination of project Governance arrangements, Post Project Reviews, and Program- level workshops. Additional responsibilities may include defining and updating project management processes, standards, and governance, contributing to Quality Reviews, and coordinating activities in support of quality objectives. Provides project support, ensuring project plans and project documentation are complete and up-to-date. Additionally, provides regular project status updates; helps acquire necessary resources and skills; and contributes to delivery of business systems to meet identified business requirements.

Minimum Education: Bachelors Degree

Minimum Experience: 15 Years

Project Director 1

Functional Responsibility: Serves as the Program Manager responsible for organizing, directing, and managing all aspects of contract operational support functions involving multiple complex and interrelated project tasks that often require managing teams of contractor personnel at multiple locations. Provides overall direction of program activities. Manages and maintains contractor interface with the senior levels of the customer's organization. Consults with customer and contractor personnel to formulate and review task plans and deliverables, ensuring conformance with program and project task schedules, costs, and contractual obligations. Establishes and maintains technical and financial reports to show progress of projects to management and customers; organizes and assigns responsibilities to subordinates; oversees the successful completion of all assigned tasks; and assumes the initiative and provides support to marketing personnel in identifying and acquiring potential business.

Minimum Education: Bachelors Degree

Minimum Experience: 10 Years

Project Manager 1

Functional Responsibility: Hands-on expertise in planning, performance, and quality of assigned projects. Manages and mentors cross-functional teams throughout full Software Development Cycle (SDLC). Ensures customer satisfaction of solutions by managing customer expectations and project deliverables. Provides day-to-day management activities between customer and Number Six personnel. Plans, manages, and tracks project schedules and budgets. Provides periodic project status reports, describing state of project, progress, accomplishments, trends, and significant risk items. Ensures environment, materials, and resources are in place for success of project. Identifies and evaluates personnel to ensure efficient operation of roles within project. Assigns and monitors project staff, providing task prioritization and direction. Serves as central point of identification and management of project issues and risk. Proactively pursues account activities to spawn additional projects. Identifies opportunities for process/quality improvements and follows through with implementation and dissemination of improvements

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

QA Analyst 1

Functional Responsibility: With general direction, formulates quality-related products and by-products of a project. Develops test plans, procedures, and cases for RUP lifecycle. Provides production and execution of test plans, procedures, and cases for a given project or system. Maintains testing schedule and assigns functional and technical work flow to test team. Has in-depth knowledge of QA methodology and full SDLC.

Minimum Education: Bachelors Degree

Minimum Experience: 3 Years

QA Analyst 2

Functional Responsibility: Formulates all quality-related products and by-products of a project. Develops test plans, procedures, and cases for the RUP lifecycle. Provides production and execution of test plans, procedures, and cases for a given project or system. Maintains testing schedule, assigns functional and technical work flow to test team. Has in-depth knowledge of QA methodology and full SDLC.

Minimum Education: Bachelors Degree

Minimum Experience: 4 Years

QA Analyst 3

Functional Responsibility: Maintains a process for evaluating software, business services, and associated documentation. Determines the resources required for Quality Control (QC). Maintains the level of quality throughout the software life cycle. Conducts formal and informal reviews at pre-determined points throughout the development life cycle. Provides daily supervision and direction to support staff.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

QA Tester 1

Functional Responsibility: With general direction, formulates quality-related products and by-products of a project. Develops test plans, procedures, and cases for RUP lifecycle. Provides production and execution of test plans, procedures, and cases for a given project or system. Maintains testing schedule and assigns functional and technical work flow to test team. Has in-depth knowledge of QA methodology and full SDLC.

Minimum Education: Associates Degree

Minimum Experience: 1 Year

QA Tester 2

Functional Responsibility: Reviews functional and technical requirements developed by functional and technical staff. Conducts review meetings with functional and technical users. Conducts meetings with users to understand the requirements. Develops detailed test plans and test scenarios. Reviews test plans with functional users. Conducts functional and technical testing of the system.

Minimum Education: Associates Degree

Minimum Experience: 2 Years

QA Tester 3

Functional Responsibility: Reviews functional and technical requirements developed by functional and technical staff. Conducts review meetings with functional and technical users. Conducts meetings with users to understand the requirements. Develops detailed test plans and test scenarios. Reviews test plans with functional users. Conducts functional and technical testing of the system.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Requirements Analyst 1

Functional Responsibility: Under limited direction, establishes software architecture standards and provides architecture support and mentoring to other architects. Introduces new technologies to technical staff to improve overall software development capability and quality. Provides mentoring to customers and the internal team. Makes architectural decisions that reflect an understanding of industry trends and customer needs. Assists the PM in selection, development, and evaluation of technical personnel. Acts as development manager for resources. Strong communication skills and the ability to work directly with customers and management. Strong writing skills.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Requirements Analyst 2

Functional Responsibility: With little or no direction, responsible for working with stakeholders to capture, refine, and document system requirements. Experience gathering functional requirements and translating business needs into technical requirements. Experience in analyzing and defining requirements to ensure they are complete, accurate, unambiguous, and feasible. Has thorough understanding of how web-based systems are formed and work. Responsible for maintaining requirements through complete lifecycle of project and working with various team members to ensure requirements are complete and properly implemented. Accurately identifies and manages stakeholder needs. Demonstrates experience in leading requirements gathering/definition sessions with clients and stakeholders. Prioritizes requirement needs in conjunction with development staff and the PM. Drives modeling use-case requirements and activity flows or workflow sequence diagrams using Unified Modeling Language (UML). Defines requirement management processes and identifies opportunities for process/quality improvements; follows through with implementation and dissemination of improvements. Strong communication skills and the ability to work directly with customers and management. Strong writing skills.

Minimum Education: Bachelors Degree

Minimum Experience: 3 Years

Security Analyst 1

Functional Responsibility: Analyzes and defines security requirements for Multilevel Security (MLS) issues. Designs, develops, engineers, and implements solutions to MLS requirements. Participates in audits and gathering of compliance evidence. Documents existing controls.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Security Analyst 2

Functional Responsibility: Analyzes and defines security requirements for MLS issues. Designs, develops, engineers, and implements solutions to MLS requirements. Participates in audits and gathering of compliance evidence. Performs risk analyses, which also includes risk assessment.

Minimum Education: Bachelors Degree

Minimum Experience: 3 Years

Software Architect 1

Functional Responsibility: Provides technical direction for individual IT projects. Performs market research and alternatives analysis for new technical initiatives. Analyzes emerging trends in software development. Participates in process of code review. Maintains standards documentation.

Minimum Education: Bachelors Degree

Minimum Experience: 3 Years

Software Architect 2

Functional Responsibility: Under general direction, responsible for providing guidance and insight into use of various technologies in systems. Understands how to apply technologies and design patterns to ensure quality of service in client systems. Evaluates and makes effective use of component technologies to solve problems in system architecture. Engineers software systems using appropriate software development techniques and design patterns. Provides input to project management on technical risks and scheduling of architectural tasks. Works with Requirements Analysts to identify and understand requirements. Identifies architecturally significant requirements. Identifies tradeoffs and selects architecture that best meets customer needs. Communicates software architecture using a combination of visual models, presentations, oral, and written communication. Under limited direction, establishes software architecture standards and provides architecture support and mentoring to other architects. Introduces new technologies to technical staff to improve overall software development capability and quality. Provides mentoring to customers and internal team. Makes architectural decisions that reflect an understanding of industry trends and customer needs. Assists PM in selection, development, and evaluation of technical personnel. Acts as Development Manager for resources.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

Software Developer 1

Functional Responsibility: Under general direction, analyzes requirements, and designs/develops computer software for simple to moderately complex computer systems or portions of large integrated systems. Experience in software development, installation, integration, evaluation, enhancement, maintenance, testing, or problem diagnosis/resolution.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Software Engineer 1

Functional Responsibility: Under general supervision, responsible for implementing, testing, and documenting components based on solution design and interacting with customer and team. Understands syntax and semantics of applicable programming languages. Provides input to project management on implementation progress. Understands where software engineering activities fit in development process lifecycle. Establishes software programming standards and provides programming support and mentoring to other Software Engineers. Has an understanding of how software applications are formed, designed, implemented, and work. Possesses knowledge of two or more systems, platforms, and programming languages. Familiar with UML and has ability to read and implement UML diagrams or requirements documentation. Demonstrates understanding of relational databases and Structured Query Language (SQL).

Minimum Education: Bachelors Degree

Minimum Experience: 3 Years

Software Engineer 2

Functional Responsibility: Analyzes and studies complex system requirements. Designs software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manages software development and support using formal specifications, data flow diagrams, other accepted design techniques and CASE tools. Estimates software development costs and schedule. Has the ability to produce quality software with minimal supervision. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Supervises Software Configuration Management (SCM).

Minimum Education: Bachelors Degree

Minimum Experience: 4 Years

Software Engineer 3

Functional Responsibility: Analyzes and studies complex system requirements. Designs software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manages software development and support using formal specifications, data flow diagrams, and other, accepted design techniques and CASE tools. Estimates software development costs and schedule. Has the ability to produce quality software with minimal supervision. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Supervises SCM.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

Subject Matter Expert 1

Functional Responsibility: Provide consultation and domain knowledge in a specialized business area. Typical support includes assistance with long-term strategy development and making policy recommendations. Participates in conversations about program priorities and business strategies.

Minimum Education: Bachelors Degree

Minimum Experience: 4 Years

Subject Matter Expert 2

Functional Responsibility: Provides technical subject matter expertise and guidance and high-level technical direction in support of functions such as technical planning at both the strategic and tactical levels and the implementation of systems at the enterprise level.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Subject Matter Expert 3

Functional Responsibility: Provides technical subject matter expertise and guidance and high-level technical direction in support of functions such as technical planning at both the strategic and tactical levels and the implementation of systems at the enterprise-level.

Minimum Education: Bachelors Degree

Minimum Experience: 7 Years

Subject Matter Expert 4

Functional Responsibility: Provides technical subject matter expertise and guidance and high-level technical direction in support of functions such as technical planning at both the strategic and tactical levels and the implementation of systems at the enterprise level.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

Subject Matter Expert 5

Functional Responsibility: Provides technical subject matter expertise and guidance and high-level technical direction in support of functions such as technical planning at both the strategic and tactical levels and the implementation of systems at the enterprise level.

Minimum Education: Bachelors Degree

Minimum Experience: 9 Years

System Administrator 1

Functional Responsibility: Assists with the daily activities of configuration and operation of web-based systems. Assists with the optimizing system operation and resource utilization, and performs system capacity analysis and planning. Provides assistance to users in accessing and using business systems.

Minimum Education: Associates Degree

Minimum Experience: 3 Years

System Administrator 2

Functional Responsibility: Performs the daily activities of configuration and operation of systems which may be mainframe, mini, or client/server-based. Performs the optimizing system operation and resource utilization, and performs system capacity analysis and planning. Provides assistance to users in accessing and using business systems.

Minimum Education: Bachelors Degree

Minimum Experience: 3 Years

System Administrator 3

Functional Responsibility: Supervises and manages the daily activities of configuration and operation of systems which may be mainframe, mini, or client/server-based. Plans and monitors the optimizing of system operation and resource utilization, and performs systems capacity analysis and planning. Plans and monitors assistance to users in accessing and using business systems.

Minimum Education: Bachelors Degree

Minimum Experience: 4 Years

System Administrator 4

Functional Responsibility: Manages computer operations. Ensures production schedules are met. Ensures computer system resources are used effectively. Coordinates the resolution of production-related problems. Ensures proper relationships are established between customers, teaming partners, and vendors to facilitate the delivery of IT services. Provides users with computer output. Supervise staff operations.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

Systems Analyst 1

Functional Responsibility: Provides analysis and design of business systems for different applications such as: financial, accounting, HR, and other enterprise systems. Handles test scripts and service requirements; works closely with end users on project development and implementation. Analysts should have a working knowledge of relational database environments, structured analysis, data modeling, information engineering, mathematical model building, sampling, and cost accounting to plan the system. Specifies the inputs to be accessed by the system, designs the processing steps, and formats the output to meet the users' needs. Prepares cost- benefit and Return-On-Investment (ROI) analyses to help management decide whether implementing the proposed system will be financially feasible. Possesses excellent verbal and written communications skills.

Minimum Education: Bachelors Degree

Minimum Experience: 3 Years

Systems Analyst 2

Functional Responsibility: Applies process improvement, reengineering methodologies, and internet-related methodologies and principles to conduct process modernization projects. Assists senior staff with effective transitioning of existing organizations or project teams in accomplishing the organization's goals or project activities and objectives through improved use of internet and other automated processes. Supports activity and data modeling, development of modern business methods, identification of best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

Systems Analyst 3

Functional Responsibility: Applies process improvement, reengineering methodologies, and internet-related methodologies and principles to conduct process modernization projects. Responsible for transitioning of existing organizations or project teams in accomplishing the organization's goals or project activities and objectives through improved use of internet and other automated processes. Supports activity and data modeling, development of modern business methods, identification of best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer. May provide daily supervision and direction to other contractor Business Reengineering Specialists and Web Architects.

Minimum Education: Bachelors Degree

Minimum Experience: 7 Years

Technical Writer 1

Functional Responsibility: Assists in writing and/or editing technical documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet contract requirements. Develops outlines and drafts for review and approval by technical specialists and project management ensuring that final documents meet applicable contract requirements and regulations. Researches and gathers technical and background information for inclusion in project documentation and deliverables. Consults relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables.

Minimum Education: Associates Degree

Minimum Experience: 1 Year

Technical Writer 2

Functional Responsibility: Writes and/or edits technical documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet contract requirements. Develops outlines and drafts for review and approval by technical specialists and project management ensuring that final documents meet applicable contract requirements and regulations. Researches and gathers technical and background information for inclusion in project documentation and deliverables. Consults relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables.

Minimum Education: Associates Degree

Minimum Experience: 2 Years

Trainer 1

Functional Responsibility: Conducts research necessary to develop and revise training courses. Develops and revises courses and prepares appropriate training catalogs. Prepares student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops and seminars. Prepares reports and monitor training tasks in support of the goals of the Contractor Program Manager and the government sponsor(s) using standard training standards and SW/HW programs such as modeling and simulation and prototyping efforts. Provides input to the Project Lead and the Contractor Program Manager on which decisions for training validation and or modifications of specified items or systems can be corrected.

Minimum Education: Bachelors Degree

Minimum Experience: 3 Years

Trainer 2

Functional Responsibility: Conducts the research necessary to develop and revise training courses. Develops and revises courses and prepare appropriate training catalogs. Prepares instructor materials (course outline, background material, and training aids). Prepares student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops, and seminars. Prepares reports and monitors training tasks in support of the goals of the Contractor Program Manager and the government sponsor(s) using standard training standards and SW/HW programs such as modeling and simulation and prototyping efforts. Provides input to the Project Lead and the Contractor Program Manager on which decisions for training validation and or modifications of specified items or systems can be corrected.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Experience & Degree Substitution Equivalencies

*Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

| Labor Category | Standard Qualifications | | Substitutions | | | | |
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Application Developer 1	Associates	3	0	0	1	3	5
Application Developer 2	Bachelors	3	0	1	3	5	7
Application Developer 3	Bachelors	5	1	3	5	7	9
Application Developer 4	Bachelors	7	3	5	7	9	11
BPM Engineer 1	Bachelors	3	0	1	3	5	7
Business Analyst 1	Bachelors	4	0	2	4	6	8
Business Analyst 2	Bachelors	6	2	4	6	8	10

Labor Category	Standard Qualifications		Substitutions				
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Configuration Manager 1	Bachelors	2	0	0	2	4	6
Configuration Manager 2	Bachelors	5	1	3	5	7	9
Database Administrator 1	Bachelors	3	0	1	3	5	7
Database Administrator 2	Bachelors	5	1	3	5	7	9
Database Administrator 3	Bachelors	7	3	5	7	9	11
Database Administrator 4	Bachelors	9	5	7	9	11	13
Help Desk Analyst 1	Associates	1	0	0	0	1	3
Help Desk Analyst 2	Associates	2	0	0	0	2	4
Help Desk Analyst 3	Associates	3	0	0	1	3	5
PMO Analyst 1	Bachelors	10	6	8	10	12	14
PMO Analyst 2	Bachelors	15	11	13	15	17	19
Project Director 1	Bachelors	10	6	8	10	12	14
Project Manager 1	Bachelors	5	1	3	5	7	9
QA Analyst 1	Bachelors	3	0	1	3	5	7
QA Analyst 2	Bachelors	4	0	2	4	6	8
QA Analyst 3	Bachelors	5	1	3	5	7	9
QA Tester 1	Associates	1	0	0	0	1	3
QA Tester 2	Associates	2	0	0	0	2	4
QA Tester 3	Bachelors	2	0	0	2	4	6
Requirements Analyst 1	Bachelors	2	0	0	2	4	6
Requirements Analyst 2	Bachelors	3	0	1	3	5	7
Security Analyst 1	Bachelors	2	0	0	2	4	6
Security Analyst 2	Bachelors	3	0	1	3	5	7

Labor Category	Standard Qualifications		Substitutions				
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Software Architect 1	Bachelors	3	0	1	3	5	7
Software Architect 2	Bachelors	5	1	3	5	7	9
Software Developer 1	Bachelors	2	0	0	2	4	6
Software Engineer 1	Bachelors	3	0	1	3	5	7
Software Engineer 2	Bachelors	4	0	2	4	6	8
Software Engineer 3	Bachelors	5	1	3	5	7	9
Subject Matter Expert 1	Bachelors	4	0	2	4	6	8
Subject Matter Expert 2	Bachelors	6	2	4	6	8	10
Subject Matter Expert 3	Bachelors	7	3	5	7	9	11
Subject Matter Expert 4	Bachelors	8	4	6	8	10	12
Subject Matter Expert 5	Bachelors	9	5	7	9	11	13
System Administrator 1	Associates	3	0	0	1	3	5
System Administrator 2	Bachelors	3	0	1	3	5	7
System Administrator 3	Bachelors	4	0	2	4	6	8
System Administrator 4	Bachelors	5	1	3	5	7	9
Systems Analyst 1	Bachelors	3	0	1	3	5	7
Systems Analyst 2	Bachelors	5	1	3	5	7	9
Systems Analyst 3	Bachelors	7	3	5	7	9	11
Technical Writer 1	Associates	1	0	0	0	1	3
Technical Writer 2	Associates	2	0	0	0	2	4
Trainer 1	Bachelors	3	0	1	3	5	7
Trainer 2	Bachelors	6	2	4	6	8	10