

Catalog: General Services Administration Federal Supply Service

**Authorized FEDERAL SUPPLY SERVICE
Information Technology Schedule Pricelist
General Purpose Commercial Information Technology
Equipment, Software and Services (IT 70)**

**Special Item No. 132-51
Information Technology (IT) Professional Services**

Vendor: Macfadden & Associates, Inc.
8403 Colesville Road, Suite, 400
Silver Spring, MD 20910

**(301) 588-5900 Tel
(301) 588-0390 Fax**

Contract No.: GS-35F-4713G
Contract Period: 07/10/1997 – 07/09/2012

Products and ordering information in the authorized information Technology Schedule Pricelist is also available on the GSA Advantage! System. Agencies can browse GSA Advantage! by accessing the Federal Supply Service's Home Page via the internet at <http://www.fss.gsa.gov/>

GSA Schedule B/C#:

To Order, please call: (301) 588-5900

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INFORMATION FOR ORDERING OFFICES

SPECIAL NOTICE TO AGENCIES:

Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. 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.fss.gsa.gov). The catalogs/pricelists, GSA Advantage! And the Federal Supply Service Home Page (www.fss.gsa.gov) contains information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small business 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.

1. GEOGRAPHIC SCOPE OF CONTRACT:

****The minimum acceptable geographic scope of contract is the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC and U.S. territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.**

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

Ordering Address:

Macfadden & Associates, Inc.
8403 Colesville Road, Suite 400
Silver Spring Metro Plaza 2
Silver Spring, MD 20910
Attn: Byron L. Brown

Payment Address:

Macfadden & Associates, Inc.
8403 Colesville Road, Suite 400
Silver Spring, MD 20910
Attn: Accounts Payable

Contractors are required to accept the Government purchase card for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Government purchase cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) that can be used by ordering agencies to obtain technical and/or ordering assistance:

GSA Schedule B/C#:

To Order, please call: (301) 588-5900

ORDERING ASSISTANCE

Byron L. Brown
Phone: (301) 588-5900, x-136
Fax: (301) 588-0390

TECHNICAL ASSISTANCE

Shana Hammond-Adler
Phone: (301) 588-5900, x-135
Fax: (301) 588-0390

3. LIABILITY FOR INJURY OR DAMAGE

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

4. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279

Block 9: G. Order/Modification Under Federal Schedule
Block 16: Data Universal Numbering System (DUNS) Number: 16-191-0468
Block 30: Type of Contractor: A. Small Disadvantaged Business
Block 31: Woman-Owned Small Business: No
Block 34: Reserved
Block 36: Contractor's Taxpayer Identification Number (TIN): 52-164-2695

4a. CAGE Code: 0XMW7

4b. Macfadden & Associates, Inc. **has** registered with Central Contractor Registration Database.

5. FOB DESTINATION

6. DELIVERY SCHEDULE

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

SPECIAL ITEM NUMBER	DELIVERY TIME (DAYS ARO)
132-51	As agreed upon between the contractor and the ordering activity

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

7. DISCOUNTS: Prices shown are NET Prices; Basic Discounts have been deducted.

- a. Prompt Payment: 2% - 15 days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity: none
- c. Dollar Volume: 1% on any contract valued at more than \$1Million

- d. Government Educational Institutions: same discounts as all other Government customers
- e. Other: none

8. TRADE AGREEMENTS ACT OF 1979, AS AMENDED:

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

9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING: Not applicable

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

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

- f. Special Item Number 132-51 – Information Technology (IT) Professional Services
The maximum dollar value per order for all IT Professional Services will be \$500,000.00

12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

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

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

13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS

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

13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS)

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

13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):

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

14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2001)

(a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

(b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges.

NOTE: Refer to FAR Part 31.205-46 Travel Costs, for allowable costs that pertain to official company business travel in regards to this contract.

(c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.

(d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.

(e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.

(f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.

(g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.

(h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.

(i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.

(j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES:

Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See C.1.)

16. GSA ADVANTAGE!

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

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

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

17. PURCHASE OF OPEN MARKET ITEMS

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

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

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

(4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

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

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

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

19. OVERSEAS ACTIVITIES

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

NONE

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

20. BLANKET PURCHASE AGREEMENTS (BPAs)

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

21. CONTRACTOR TEAM ARRANGEMENTS

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

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no

laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

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

23. SECTION 508 COMPLIANCE.

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

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

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

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

- (a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
- (b) The following statement:
This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

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

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

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

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

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

26. SOFTWARE INTEROPERABILITY.

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

27. ADVANCE PAYMENTS

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

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

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the Government location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES

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

3. ORDER

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

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is

performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

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

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

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

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

- (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
- (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

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

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

6. INSPECTION OF SERVICES

The Inspection of Services-Fixed Price (AUG 1996) (Deviation - May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection-Time-and-Materials and Labor-Hour (JAN 1986) (Deviation - May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Deviation - May 2003) 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 Services.

9. INDEPENDENT CONTRACTOR

All IT 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 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 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) 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 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) applies to labor-hour orders placed under this contract.

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/EC SERVICES AND PRICING

a. The Contractor shall provide a description of each type of IT Service offered under Special Item Number 132-51. IT 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 Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices.

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

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, conducts feasibility studies.

Minimum Education: Bachelor's Degree in Computer Science.

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

PREAMBLE

Macfadden & Associates, Inc. (MACFADDEN) provides commercial products and services to the Federal Government. 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 Federal Government contracts. To accelerate potential opportunities please contact Byron L. Brown, (301) 588-5900, x-136; blbrown@macf.com.

LABOR CATEGORIES

1001	Program Manager
1002	Technical Project Manager
1003	Project Manager
1004	Technical Project Leader
1005	Sr. Microcomputer Specialist
1006	Microcomputer Specialist
1007	Sr. Systems Analyst
1008	Systems Analyst
1009	Sr. Programmer
1010	Programmer
1011	Sr. LAN Specialist
1012	LAN Specialist
1013	Sr. Management Analyst
1014	Sr. Systems Engineer
1015	Systems Engineer
1016	Information Engineering Design Support Specialist
1017	Information Engineering Technical Support Specialist
1018	Sr. Automated Information Systems Specialist - Scientific
1019	Automated Information Systems Specialist - Scientific
1020	Sr. Lotus Notes Developer
1021	Lotus Notes Developer
1022	Sr. Lotus Notes Administrator
1023	Lotus Notes Administrator
1024	DBMS Manager
1025	Data Communications Specialist
1026	IRM Training Specialist
1027	Lotus Notes Training Specialist
1028	Technical Writer

CON'D

1029 Quality Assurance Manager
1030 Quality Assurance Specialist
1031 Technical Information Specialist II
1032 Technical Information Specialist III
1033 Computer Oper I/Imaging Technician I
1034 Computer Oper II/Imaging Technician II
1035 Computer Oper III/Imaging Technician III
1036 Computer Oper IV/Imaging Technician IV
1037 General Clerk II
1038 General Clerk III
1039 General Clerk IV
1040 Data Entry Technician II
1041 Data Entry Technician III
1042 Data Analyst I
1043 Data Analyst II
1044 Data Analyst III
1045 Database Analyst
1046 Sr. Database Analyst
1047 Sr. Computer Security Systems Specialist
1048 Computer Security Systems Specialist
1049 Help Desk Specialist I
1050 Help Desk Specialist II
1051 Help Desk Manager
1052 Cost Analyst
1053 DBMS Specialist II
1054 DBMS Specialist III
1055 Applications Programmer II
1056 Applications Programmer III
1057 Sr. Technical Writer
1058 Task Leader
1059 Network Analyst I
1060 Network Analyst II
1061 Network Analyst III
1062 Records/Information Manager
1063 Records Center Supervisor
1064 Senior Records Analyst
1065 Records Analyst
1066 Sr. Program Manager
1067 Sr. Applications Systems Developer
1068 Applications Systems Developer
1069 Sr. Network Eng/Telecommunication Specialist
1070 Network Engineer/Telecommunication Specialist

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

1001. Program Manager

General Experience:

Ten years experience as a Project/Contract Manager with five years specific experience in broad-based ADP projects. Interfaces with Government management personnel, contract managers and customer agency representatives.

Specialized Experience:

Experienced in management of system design, system integration, complex network design, network administration and telecommunications and/or data processing projects. Responsible for formulating and enforcing work standards, assigning schedules, reviewing work discrepancies and communicating policies, purposes and goals of the organization to subordinates. Manages contract performance.

Functional Responsibility:

Develops and implements systems and performance strategies. Provides coaching support to Project Manager and supervisory personnel. Assists Project Manager in developing and maintaining management controls to ensure on time project completion within budget and in accordance with client's requirements.

Minimum Education:

Bachelor's degree from an accredited college or university with a curriculum or major field of study which either provides substantial knowledge useful in managing large, complex AIS projects; is closely related to the project to be completed; or is a computer science, a physical science or a mathematics intensive discipline.

Substitution of experience for education may be made when four years of specialized ADP or applications subject matter knowledge and experience will be equivalent to a four year degree. Years of experience which are used to substitute for a college degree cannot be used to otherwise qualify under the skill category description.

A Master's or Doctorate degree from an accredited college or university with a major in a field of study which is closely related to the work to be performed may be substituted for one year of general experience.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

1002. Technical Program Manager

General Experience:

A minimum of ten years of progressive IRM software development experience, including a minimum of five years experience in supervision and management of substantive IRM development projects preferably including the use of the Information Engineering (IE) methodologies (this shall include financial management/funds control experience).

Specialized Experience:

A minimum of two years experience in managing large, complex IRM development projects.

Functional Responsibility:

The Program Manager will be the contractor's single authorized point of contact for discussion of the customer's requirements and resolution of contractual problems involving the basic contract or individual delivery orders issued under the contract. These contractual problems include, but are not limited to, technical performance, facility problems, quality of products, apparent errors, potential and actual disputes, and invoicing and payment problems.

Responsibilities include organization, direction, and coordination of planning and production of all contractor activities. The Program Manager will supervise contractor personnel assigned to the contract, oversee other managers in their management of individual tasks, and be responsible for all business, cost containment and accounting activities for the contract.

Demonstrated ability to communicate orally and in writing with all levels of management and be able to interface with customer management, personnel, and Program Office representatives.

Formulate and review project plans and costs; ensure that contractor personnel conform to established contract work standards; assign, schedule, and review work of subordinates; and also ensure conformance with the customer organization's policy, purpose and goals for subordinates.

The authority to negotiate for and make binding decisions on behalf of the contractor.

Minimum Education:

There is no experience substitution for a Bachelors Degree for this position. This position requires: graduation from an accredited four year college or university with a degree preferably in engineering, business management, mathematics, or the computer sciences.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

1003. Project Manager

General Experience:

Eight years of extensive and progressive experience in management of multiple broad-based ADP projects involving substantial system/application program life cycle contract support operations. Among these, three of the last five must reflect work and management of projects utilizing current technologies. Proven analytic ability to evaluate computer systems to determine costs of implementation and operation.

Demonstrated experience in planning, organizing and directing employees to meet established deadlines and achieve specific goals. Experience in developing work plans, related schedules, and implementing Quality Assurance processes for multi-faceted operations.

Specialized Experience:

Experience in managing development of projects including financial management and funds control; large, complex software development projects and staff of at least ten people at the same or diverse locales.

Functional Responsibility:

Provides direct customer liaison at the project management level. Develops and implements systems and performance strategies. Develops and maintains management controls to ensure projects are completed on time, within budget and in compliance with customer specifications. Develops personnel skill requirements, selects prospective candidates and monitors performance to ensure achievement of project objectives.

Minimum Education:

Bachelor's degree from an accredited college or university with a curriculum or major field of study which either provides substantial knowledge useful in managing large, complex AIS projects; is closely related to the project to be completed; or is a computer science, a physical science or a mathematics intensive discipline.

Substitution of experience for education may be made when four years of specialized ADP or applications subject matter knowledge and experience will be equivalent to a four year degree. Years of experience which are used to substitute for a college degree cannot be used to otherwise qualify under the skill category description.

A Master's or Doctorate degree from an accredited college or university with a major in a field of study which is closely related to the work to be performed may be substituted for one year of general experience.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

1004: Technical Project Leader

General Experience:

A minimum of seven years experience as a programmer/analyst predominantly in the general programming service area.

Specialized Experience:

A minimum of two years demonstrated experience in managing a team comprised of IRM specialists.

Functional Responsibility:

Meets with customer officials to discuss and analyze management and business issues; devise procedures for problem solution; and implement solutions using appropriate IRM technology. He/she provides technical leadership and guidance to subordinate technical and support contractor personnel.

Ability to develop work plans and related schedules; work with a variety of business data; and possess a high degree of analytic ability needed to evaluate computer systems for functional adequacy and to determine costs of implementation and operation.

Minimum Education:

Graduation from an accredited four year college or university with a degree preferably in engineering, business management, mathematics, or the computer sciences.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

1005: Senior Microcomputer Specialist

General Experience:

A minimum of four years experience as a programmer/analyst; including a minimum of three years experience in the microcomputer field. One year shall have been within the last one year.

Specialized Experience:

Documented experience in distributed data processing and capability for assisting in the development of LAN applications utilizing microcomputers.

Documented experience in application development, data reduction, and interactive data transmission of large scale minicomputer and mainframe systems for further processing, storage, and retrieval.

Documented specific experience with microcomputer operating systems and a proficiency in microcomputer programming languages.

Functional Responsibility:

Design, develop, implement, and maintain systems, software, and data integration solutions to business technical problems through the use of microcomputer IBM hardware and software. In addition, this position requires knowledge in system hardware/software such as IBM/SNA, IBM clones, DEC, EPSON, Macintosh, and Compaq microcomputers; microcomputer/LAN software (e.g., Novell 3.11 operating system, IBM Token Ring, Windows 3.0 and 3.1, Lotus Notes, Clipper, Focus for PCs, Oracle, dBase III, dBase IV, Lotus 1 2 3, WordPerfect, MS DOS, Sidekick Crosstalk, Lotus Freelance, and other microcomputer software); interactive data entry, edit and updating of data; and reports generation,

Interface with customer and contractors management, technicians, end users during definition of system or applications requirements, and resolve system problems; utilize systems analysis and programming to determine the most feasible solutions for processing data using EPA microcomputers; and must be able to write clear, concise, and detailed specifications requirements used by programmers and analysts to design, develop, implement, and maintain microcomputer applications. May also be required to supervise microcomputer specialists.

Minimum Education:

Graduation from an accredited four year college or university or an Associate's degree in computer science from an accredited two year college.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

1006. Microcomputer Specialist

General Experience:

A minimum of two years experience as programmer/analyst; including

A minimum of two years experience in the microcomputer field. one year of this experience shall have been within the last year.

Specialized Experience:

Documented experience in distributed data processing and capability of assisting in development of LAN applications utilizing microcomputers.

Documented experience in application development, data reduction, and interactive data transmission of large scale minicomputer and mainframe systems for further processing, storage, and retrieval.

Documented specific experience with microcomputer operating systems and a proficiency in microcomputer programming languages.

Functional Responsibility:

Design, develop, implement, and maintain systems, software, and data integration solutions for business technical problems through the use of microcomputer IRM hardware and software. Knowledge of system hardware/software such as IBM/SNA, IBM clones, DEC, EPSON, Macintosh, and Compaq microcomputers; micro computer/LAN software (e.g., Novell 3.11 operating system, IBM Token Ring, Windows 3.0 and 3.1, Lotus Notes, Clipper, Focus for PCs, oracle, dBase III., dBase IV, Lotus 1 2 3, WordPerfect, MS DOS, Sidekick Crosstalk, Lotus Freelance, and other microcomputer software); interactive data entry, edit and updating of data; and reports generation.

Minimum Education:

Graduation from an accredited four year college or university or an Associates Degree in Computer Science from an accredited two year college.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

1007. Senior Systems Analyst

General Experience:

A minimum of seven years experience, one of which shall have been in the last year, in computer programming, analysis, and design of applications on small to large scale computers (mini, micro, and mainframe), including data integration; including

A minimum of three years within the last six years supervising personnel performing software development tasks.

Specialized Experience:

A minimum of three years experience in substantive systems engineering projects, which incorporated the use of a structured systems engineering methodology, automated productivity tools, rigorous quality assurance and testing practices; configurations management, and project measurement and estimation techniques.

Functional Responsibility:

Coordinate with the Program Manager and various customer officials to ensure problem resolution and user satisfaction; prepare and deliver system concept presentations to colleagues, subordinates, and user representative; formulate statements of management, business problems, division IRM procedures for problem resolution; and perform analysis of client requirements, including IRM requirements for the designated offices.

Provide supervisory, technical, and administrative direction for contractor personnel performing software development tasks, including review of work products for functional accuracy, adherence to approved design concept, and to ensure consistency with approved project schedules.

Working with other analysts and programmers, the Senior Systems Analyst helps develop test plans and procedures to evaluate the effectiveness and efficiency of developed systems and applications.

Minimum Education:

Graduation from an accredited four year college or university with a degree preferably in engineering, business management, mathematics, or the computer sciences.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

1008. Systems Analyst

General Experience:

A minimum of four years experience, one of which shall have been in the last year, in computer programming, analysis, and design of applications on small to large scale computers (mini, micro, and mainframe), including data integration.

Specialized Experience:

A minimum of one year experience in substantive systems engineering projects, which incorporated the use of a structured systems engineering methodology, automated productivity tools, rigorous quality assurance and testing practices; configuration management, and project measurement and estimation techniques.

Functional Responsibility:

Devise and prepare layouts for IRM systems requirements and develop procedures to process data using designated equipment, conferring with other technical personnel in this effort, analyzing system needs in light of available hardware capability to determine technical approaches.

Define needs, recommend hardware required to meet those needs, write specifications for computer programs or subprograms, and may oversee preparation and implementation of individual programs. Individual applications may utilize mathematical or statistical formulae.

Minimum Education:

Graduation from an accredited four year college or university or an Associates Degree in Computer Science from an accredited two year college.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

1009. Senior Programmer

General Experience:

A minimum of seven years experience, one year of which shall have been within the last year, in system analysis and independent programming, and program implementation.

Specialized Experience:

A minimum of three years experience within the last four years supervising programming personnel engaged in significant software development projects.

Functional Responsibility:

Develop diagrammatic plans in response to IRM task requirements for administrative systems as defined in individual work orders. Analyze problems outlined by a systems analyst for such factors as the type and extent of data to be transferred from storage units, data sorting, and the format of final printed reports; confers with other technical personnel; design detailed program flowcharts and diagrams indicating program computations and sequence of machine operations; translate design into coded instructions; and correct program errors and modify the program as required by revising coded instructions.

Ability to supervise contractor programmer/analysts in various phases of software development projects.

Minimum Education:

Graduation from an accredited four year-college or university with a degree or an Associate's degree in computer science from an accredited two year college.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

1010. Programmer

General Experience:

A minimum of two years programming experience, one year of which shall have been within the last year.

Specialized Experience:

Experience shall include programming applications on mini, micro, and mainframe computers using various programming languages and application software packages (e.g. COBOL, PL1, JCL, BASIC, INFO, FOCUS, ADABAS, NATURAL, Clipper, C); on IBM compatible equipment, and experience technically related to systems operations and software maintenance functions.

A minimum of one year of programming experience.

Functional Responsibility:

The Programmer develops detailed systems program flowcharts and diagrams based on his/her analysis of system requirements and approved design specifications. He/she translates detailed design into computer program coded instructions, tests programs, and corrects program errors to produce a product which conforms to the approved project design specifications. This effort includes documenting programs to aid in program maintenance activities as required to improve overall program operating time/system efficiency.

Minimum Education:

Graduation from an accredited four (4) year college or university with a degree or an Associate's degree in computer science from an accredited two year college.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

1011. Senior LAN Specialist

General Experience:

A minimum of five years, one year of which shall have been within the last two years, experience involving LAN design and analysis.

Specialized Experience:

Programming languages/application software including latest versions of required software. Working knowledge of cable and workstation components, installation, configuration, testing system components, monitoring repair of outages, diagnostics training and minor relevant hardware repair.

Functional Responsibility:

Provide assistance to the LAN administrator in LAN management, including the daily operations of the LAN and manages backup and recovery. Provide user assistance and training; answer questions and provide solutions; and familiarize customer personnel with LAN purposes, uses, capabilities, and operating procedures.

Develop and maintain standard operating procedures for the daily operation of each LAN and develop and maintain current documentation for all procedures, operation, maintenance, and standard operating procedures.

Update the documentation whenever system modifications/enhancements/additions are made.

Ensure thorough implementation of security procedures through physical measures and using operating system procedures; and assists in hardware/software upgrades by researching needs and availability. Evaluate hardware/software configuration capabilities against user requirements and make recommendations for system enhancements and procedural changes. Work with users to define new requirements and perform initial configuration design.

Minimum Education:

Graduation from a four year accredited college or university with a degree preferably in engineering, business management, or the computer sciences or an accredited computer trade school.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

1012. LAN Specialist

General Experience:

A minimum of two years, one year of which shall have been within the last year, documented experience involving LAN design and analysis.

Specialized Experience:

Comprehensive experience in developing and managing information management training programs. Also responsible for Help Desk management. Work with client to provide optimum service. Experience in design, diagnostics and troubleshooting of related LAN components on a minimum of three IEEE-type LANs.

Functional Responsibility:

Provide assistance to the Senior LAN Specialist in LAN management, including the daily operations of the LAN and manages backup and recovery. Provide user assistance and training; answer questions and provide solutions; and familiarize customer personnel with LAN purposes, use capabilities and operating procedures. Develop and maintain standard operating procedures for the daily operation of each LAN and develop and maintain current documentation for all procedures, operation, maintenance, and standard operating procedures. Update the documentation whenever system modifications, enhancements, and additions are made.

Ensure thorough implementation of security procedures through physical measures and using operating system procedures; and assist in hardware/software upgrades by researching needs and availability.

Evaluate hardware/software configuration capabilities against user request for new requirements, and make recommendations for system enhancements and procedural changes.

Work with users to define new requirements and performs initial configuration design.

Minimum Education:

Graduation from a four year accredited college or university with a degree preferably in engineering, business management., or the computer sciences or an accredited computer trade school.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

1013. Senior Management Analyst

General Experience:

A minimum of eight years of related experience, four of which must be on ADP feasibility studies, requirements analyses, or similar tasks.

Must have demonstrated technical writing and presentation capabilities and skills.

Specialized Experience:

Two to four years of relevant experience. Specific training in business process or operations engineering with specialized training in workflow analysis.

Functional Responsibility:

Provide analytical support directly to the customer project officers, and also internally to the technical project leaders as required in the execution of feasibility studies and requirements analyses. This support is frequently required by offices implementing new or radically revised programs, to help clarify organizational, staff, work flow, and regulatory requirement issues, as an essential prerequisite to conducting an ADP feasibility study or requirements analysis. Conduct or advise technical project leaders in the conduct of analyses of alternative courses of action for planning, organizing, staffing, directing, and controlling program functions. Consider the linking of new operations with existing customer operations and support facilities as a major consideration. Examples of the work to be done by senior management analysts include the following:

- Developing new or improved mechanisms to support customer's interaction with external organizations, such as other agencies, states, and industry.
- Identifying needs for interoffice coordination and designing ways to meet these needs.
- Developing operational system strategies for assessing the consistency of software applications within a system used by several organizations, and identifying the types of data fields necessary for system consistency.

Minimum Education:

Masters degree in business administration, management, public administration, or related discipline, or the equivalent combination of education and experience (8 years).

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**INFORMATION TECHNOLOGY PROFESSIONAL SERVICES
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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

1014. Senior Systems Engineer

General Experience:

A minimum of seven years of experience, of which at least three are in systems development, functional and data requirements analysis, systems analysis and design, programming, program design, data conversion implementation and documentation preparation.

Specialized Experience:

Three years systems development, analysis and design with supporting programming and programming design experience.

Functional Responsibility:

Participates in system feasibility studies concerning system capabilities - both hardware and software. Reviews computer systems in terms of machine capabilities and man/machine time. Prepares reports and studies concerning all phases of system development. Responsible for the monitoring of a variety of information management systems. This includes database management, testing and evaluation of hardware and software products and conversion of equipment.

Minimum Education:

Bachelor's degree from an accredited college or university with a curriculum or major field of study which either provides substantial knowledge useful in managing large, complex AIS projects; is closely related to work to be automated; or is a computer science, a physical science or a mathematics intensive discipline.

Substitution of experience for education may be made when four years of specialized ADP or applications subject matter knowledge and experience will be equivalent to a four year degree. Years of experience which are used to substitute for a college degree cannot be used to otherwise qualify under the skill category description.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

1015. Systems Engineer

General Experience:

Five years experience in automated data processing, with emphasis on systems development, functional and data requirements analysis, systems analysis and design, programming, program design, data conversion implementation and documentation preparation.

Specialized Experience:

One year systems development, analysis and design with supporting programming and programming design experience. Broad knowledge of existing hardware and software products available and conversion capabilities.

Functional Responsibility:

Responsible for assisting in the monitoring of a variety of information management systems. This includes database management, testing and evaluation of hardware and software products and conversion of equipment.

Minimum Education:

Bachelor's degree from an accredited college or university with a curriculum or major field of study which either is closely related to work to be automated; or is a computer science, a physical science or a mathematics intensive discipline.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

1016. Information Engineering Design Support Specialist

General Experience:

Six years experience with the last two specifically focused on systems analysis and design. Prior experience in information systems development including functional and data requirements analysis, systems analysis and design, program design, programming and the preparation of documentation.

Specialized Experience:

Experience in performing systems analysis and design using IE techniques. This includes performing all phases of IE including knowledge of and experience in using IE automated support tools.

Functional Responsibility:

Provide technical guidance and support in the efficient application of Information Engineering techniques for customer personnel. This may include support to personnel during any project phase. Provide technical guidance and direction in applying IE techniques, in the use of automated support, tools, and in the review of products. Lead discussions and introduce and initiate project phases, and will give technical guidance to project leaders, review progress and recommend redirection of effort on a continuing basis.

Minimum Education:

Bachelors Degree from an accredited college or university with a curriculum or major field of study which includes engineering, computer science, mathematics, chemistry, physics, biology or other fields of science.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

1017. Information Engineering Technical Support Specialist

General Experience:

Five years experience in information systems development with the last two specifically focused on performing functional and data requirements analysis.

Specialized Experience:

Two years experience performing functional and data requirements analysis, and system and program design using fourth generation languages, data communications, relational databases, and application generators. This experience must include a minimum of one year using the IE techniques associated with the applicable IE phases. The IETSS must have experience using IE automated support tools.

Functional Responsibility:

Provides technical guidance and support to client during the following phases of Information Engineering projects:

- Distribution Analysis
- Physical Data Base Design
- Program Specification Synthesis
- Information System Development
- Conversion and Implementation
- Human Subsystems Engineering

Minimum Education:

Bachelors Degree from an accredited college or university with a curriculum or major field of study which includes engineering, computer science, mathematics, chemistry, physics, biology or other fields of science.

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SERVICE DESCRIPTIONS
Class 7371 - Computer Programming Services

1018. Senior Automated Information Systems Specialist - Scientific

General Experience:

Eight years intensive and progressive experience in programming and systems analysis in broad based ADP settings including system analysis, design, development and implementation on contemporary hardware and programming languages. Three of the last five years must reflect current technologies.

Specialized Experience:

Four years of the last eight years in independent or supervisory performance on substantive ADP S/E projects. In Supervisor capacity, in-depth experience in planning research programs, analyzing results, and developing solutions to associated problems.

Functional Responsibility:

Perform systems analysis, evaluation, design, integration, programming, documentation, and implementation of very complex applications requiring a thorough knowledge of S/E and related FIP systems concepts for effective implementation. May design trusted databases, test and evaluate operating system controls, implement secure data communications networks, prepare technical reports.

Direct and participate in all phases of software development with emphasis on planning, analysis, evaluation, integration, testing and acceptance phases. Applies higher level S/E or data manipulation principles and methods to a problem, arriving at automated solutions. Design and prepare technical reports and related documentation; use charts and graphs to record results. Prepare and deliver presentations and briefings as required. As Supervisor, ensure the quality and services of deliverables. Technical knowledge and analysis of highly specialized and complex security problems.

Minimum Education:

Bachelor's degree from an accredited college or university with a curriculum or major field of study which either provides substantial knowledge useful in managing large, complex AIS projects; is closely related to the project to be completed; or is a computer science, a physical science or a mathematics intensive discipline.

Substitution of experience for education may be made when four years of specialized ADP or applications subject matter knowledge and experience will be equivalent to a four year degree. Years of experience which are used to substitute for a college degree cannot be used to otherwise qualify under the skill category description.

A Master's or Doctorate degree from an accredited college or university with a major in a field of study which is closely related to the work to be automated may be substituted for one year of experience.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

1019. Automated Information Systems Specialist - Scientific

General Experience:

Five years experience, the last three years of which must be in systems analysis and programming. Two of the five years must reflect current technologies and have occurred within the last four calendar years.

Specialized Experience:

Three years experience in numerous highly specialized ADP disciplines involving a wide range of hardware/software solutions including general accounting applications. Twelve months of concentrated experience in three of the following four disciplines:

- Data Communications Analysis and Design
- Data Base Management Systems
- Application, Utility and Systems Software
- Interactive Graphics

Functional Responsibility:

Provide highly technical and specialized guidance concerning ADP solutions to complex information processing problems. Knowledgeable in state-of-the-art software/hardware solutions involving mini, micro and mainframe computers, DBMS, specialized software and databases, data communications facilities, protocols and interactive graphics.

Minimum Education:

Bachelor's degree from an accredited college or university with a curriculum or major field of study which either provides substantial knowledge useful in managing large, complex AIS projects; is closely related to the project to be completed; or is a computer science, a physical science or a mathematics intensive discipline.

Substitution of experience for education may be made when four years of specialized ADP or applications subject matter knowledge and experience will be equivalent to a four year degree. Years of experience which are used to substitute for a college degree cannot be used to otherwise qualify under the skill category description.

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ADP SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

1020. Senior Lotus Notes Developer

General Experience:

Six years within the past eight calendar years of intensive and progressive experience in performing computer programming and systems analysis in broad-based ADP settings including contemporary hardware and programming languages.

Specialized Experience:

Two years within the past four calendar years of specialized experience in complex projects involving ADP software development using Lotus Notes. Eighteen months experience supervising analysts or programmers in significant systems development activity.

Functional Responsibility:

Perform systems analysis, design, integration, programming, documentation and implementation of administrative or business oriented applications using Lotus Notes as a development tool. Direct and participate in all phases of complex systems development involving interfaces between Lotus Notes applications and systems developed using other tools; i.e., x-based applications, mainframe legacy systems, COTS software. Use business and data manipulation principles and methods to arrive at automated solutions.

Design and prepare technical reports and related documentation; make charts and graphs to record results. Prepare and deliver presentations and briefings as required. Provide formal and informal user training. As Supervisor, ensure the quality and services delivered for particular jobs. Demonstrate a working knowledge of Lotus Notes administration.

Minimum Education:

Bachelors Degree from an accredited college or university with a curriculum or major field of study which either provides a substantial knowledge useful in managing large, complex AIS projects, is closely related to the work to be automated and/or is a computer science, physical science or mathematics intensive discipline.

A Masters or Doctorate Degree from an accredited college or university with a major in a field of study closely related to the work to be automated may be substituted for one year of general experience.

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1021. Lotus Notes Developer

General Experience:

Three years within the past five calendar years of experience in an environment of significant ADP systems development activity for administrative and business related computer programming and ADP analysis.

Specialized Experience:

One year within the past three calendar years of specialized AIS experience using Lotus Notes as a development tool.

Twelve months experience supervising analysts or programmers in an environment of significant systems development activity.

Functional Responsibility:

Perform systems analysis, design, integration, programming, documentation and implementation of applications which are administrative or business oriented in nature using Lotus Notes as a development tool.

Participate in all phases of software development using technical principles to develop standard business application solutions. Designs and prepares technical reports and related documentation and makes charts and graphs to record results. Provide formal and informal user training. Set up Lotus Notes applications on client workstations.

Minimum Education:

Bachelors Degree from an accredited college or university with a curriculum or major field of study which either provides substantial knowledge useful in managing large, complex AIS programs, is closely related to the work to be automated and/or is a computer science, a physical science or a mathematics intensive discipline.

Six months experience using Lotus Notes as an application development tool may be substituted for specific Lotus Notes training.

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1022. Senior Lotus Notes Administrator

General Experience:

A minimum of five years experience involving LAN design and analysis. A minimum of two years of the above five years experience involving Lotus Notes configuration and administration.

Functional Responsibility:

Provide Notes administration support to the organization, including the daily operations of the Lotus Notes Network and manage backup and recovery. Provide user assistance and training; answer questions and provide solutions; and familiarize customer personnel with Lotus Notes Network purposes, uses, capabilities, and operating procedures.

Develop and maintain standard operating procedures for the daily operation of each Notes server as well as the network and develop and maintain current documentation for all procedures, operation, maintenance, and standard operating procedures. Update the documentation whenever system modifications/enhancements/additions are made.

Ensures thorough implementation of security procedures through physical measures as well through the use of extensive security measures supported by Lotus Notes. Track the latest upgrades to the application and keep the organization's Lotus Notes environment current by expeditiously implementing these upgrades. Has a thorough understanding of available Lotus Notes companion products such as LN:DI MSS, RepliAction, NotesView, Lotus Fax Server, etc. and effectively uses them to enhance the customer's Lotus Notes environment.

Evaluate hardware/software configuration capabilities against user requirements and make recommendations for enhancements and procedural changes to implement an optimal Notes client/server environment. Work with users to define new requirements and perform initial server and client configuration design. Work with Notes applications developers and provide application configuration support and establish maintenance protocols.

Demonstrate a working knowledge of Lotus Notes application development.

Minimum Education:

- (a) Graduation from a four year accredited college or university with a degree preferably in engineering, business management, or the computer sciences or an accredited computer trade school.

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1023. Lotus Notes Administrator

General Experience:

A minimum of two years of experience involving LAN design and analysis. A minimum of one year of the above two years experience involving Lotus Notes configuration and administration.

Functional Responsibility:

Provide assistance to the Senior Lotus Notes Administrator in providing Notes administration support to the organization. Provide user assistance and training; answer questions and provide solutions; and familiarize customer personnel with Lotus Notes Network purposes, uses, capabilities, and operating procedures. Perform Notes client installations, train customer staff in the use of Notes, and successfully resolve Notes-related user problems.

Assist the Senior Lotus Notes Administrator with development and maintenance of standard operating procedures for the daily operation of each Notes server as well as the network and develop and maintain current documentation for all procedures, operation, maintenance, and standard operating procedures. Assist the Senior Lotus Notes Administrator with updates to the documentation whenever system modifications/enhancements/additions are made.

Assist the Senior Lotus Notes Administrator with implementation of security procedures and with upgrades to the Lotus Notes server and client environment when required. Has familiarity with Notes companion products and assists the Senior Lotus Notes Administrator with their implementation, interface, and maintenance.

Assist the Senior Lotus Notes Administrator with the evaluation of Lotus Notes environment with user requirements and with installation and configuration of Lotus Notes applications.

Minimum Education:

- (a) Graduation from a four year accredited college or university with a degree preferably in engineering, business management or the computer sciences or an accredited computer trade school.

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1024. DBMS Manager

General Experience:

Six years of progressive experience in DBMS systems analysis/programming.

Specialized Experience:

Three years of application design experience utilizing various data base management systems, including DBMS internals.

Functional Responsibility:

Provides highly technical expertise in the use of DBMS. Must have demonstrated experience in state of the art DBMS technology. Evaluates and recommends available DBMS products after matching user requirements with system capabilities. Define organization and indexing methods for specific application databases. Work closely with customer security specialists to define required security procedures for backup and recovery and to control access to the data. Monitor and fine tune database performance. Establish standards for data access. Specify and control implementation of database software enhancements and provide problem solutions to operational database systems.

Minimum Education:

Bachelors Degree from an accredited college or university with a curriculum or major field of study which includes computer science, engineering, business or other relevant discipline.

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1025. Data Communications Specialist

General Experience:

Seven years of progressive experience in systems analysis/programming and data communications.

Specialized Experience:

Three years of experience in design of data communications systems with experience in performing systems analysis and feasibility studies related to data communications and communications networks.

Functional Responsibility:

Participates in systems analysis and feasibility studies concerning data communications and communications networks. Plans, coordinates and participates in design, acquisition and implementation of data communications systems. Analyzes proposed and existing ADP applications, particularly in the area of general accounting, in terms of data communications requirements and costs. Prepares studies and gives presentations on updated data communications concepts. Prepares, or participates in preparing, functional specifications for acquiring commercially available data communications facilities. Consults with user management to assure proper problem identification and that solution will satisfy the user's requirements.

Minimum Education:

Bachelors Degree from an accredited college or university with a curriculum or major field of study which includes computer science, engineering, mathematics, or other relevant subject matter.

Graduate Degree in Computer Science or related study will be considered equivalent to one year specialized experience and three years of general experience.

Five years experience in the ADP/computer sciences training field.

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1026. IRM Training Specialist

General Experience:

A minimum of two years experience as a computer programmer, systems analyst or systems designer; including a minimum of three years documented experience developing and managing IRM training programs.

Functional Responsibility:

Provide technical assistance and training related to the use of a variety of IRM tools, methods and technologies. Training assistance is associated with the organization's Personal Computer, LAN, and mainframe computer community and focuses on application systems and systems engineering methods, techniques and tools. Assist in the selection, development, coordination, and update of training methods and training materials (e.g., hardware and application software, tools and user guides, classroom texts, automated tutorials and referencing systems, and self-help instructional systems).

Plan IRM training including system and software demonstrations; organization of, and/or conducting of specialized project team training in system development structured methodologies, specific aspects of the systems development life-cycle, and/or CASE tools; IRM and project-related training plans; training logistics and associated record keeping; and training to introduce customer management to various aspects of systems engineering and related activities and experiences.

Minimum Education:

Graduation from an accredited four year college or university in administration, management, public administration, or related discipline.

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1027. Lotus Notes Training Specialist

General Experience:

A minimum of two (2) years experience as a computer programmer, systems analyst, or systems designer; including a minimum of three years documented experience developing and managing IRM training programs.

Specialized Experience:

Lotus Notes certification as training specialist preferred.

Functional Responsibility:

Provide technical assistance and training related to the use of applications developed using Lotus Notes development environment. Provide basic or specialized end-user training targeted to satisfy the requirements of a specific customer group. Assist in the selection, development, coordination, and update of training methods and training materials (e.g., hardware and application software, tools and user guides, classroom texts, automated tutorials and referencing systems, and self-help instructional systems) targeted towards providing Lotus Notes training.

Responsible for the planning of Lotus Notes training including hardware/software configuration demonstrations; organization of, and/or conducting of specialized project team training in preliminary Notes development and administration methodologies.

Minimum Education:

- (a) Graduation from an accredited four year college or university in administration, management, public administration, or related discipline.
- (b) Lotus Notes training certification desirable.

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1028. Technical Writer

General Experience:

A minimum of two years experience, one of which shall be within the last year, in general technical documentation preparation, including development of system maintenance and user's manuals.

Specialized Experience:

A minimum of one year of Specialized IRM technical documentation writing experience. This experience must include development of IRM system, program and user documentation.

Prepare and edit IRM system documentation incorporating information provided by users, specialist, analysts, programmers, and operations personnel.

Substantial knowledge of the capabilities and operation of computer systems and various IRM technologies. Duties include the writing, editing, and graphic representation of technical-information and requires interpretation of technical documentation standards. Ability to use the latest Desk Top Publishing Packages to develop various system maintenance and user manuals.

Minimum Education:

Graduation from an accredited four year college or university.

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Commercial Job Title: 1029. Quality Assurance Manager

Minimum/General Experience: Four years of experience, of which at least two years must be specialized. Increasing responsibilities in quality assurance and quality control. Experience in configuration management, verification and validation, software testing and integration and software metrics and their application to software quality assessment.

Functional Responsibility: Develops and implements quality control methodologies to ensure compliance with quality assurance standards, guidelines and procedures. Establishes and maintains a process for evaluating hardware systems and associated documentation. Maintains the level of quality throughout the project life cycle. Plans implements and tests QA activities in support of ADP and/or communications systems programs. Monitors work quality and conducts training in quality assurance standards. Provides daily supervision and direction to support staff.

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Business or other related technical field (or equivalent combination of education and experience).

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Commercial Job Title: 1030. Quality Assurance Specialist

Minimum/General Experience: Two years of experience in software testing and integration. Knowledge of system and project life cycles. Experience working with quality control methods and tools. Experience in software testing and integration and knowledge of system and project life cycles. Must demonstrate the ability to work independently or under general direction.

Functional Responsibility: Assists in the evaluation of software and associated documentation. Provides support to maintain the level of quality throughout the project life cycle. Participates in reviews to determine quality. Maintains the level of quality assurance and or quality control procedures required throughout the project life cycle.
Tests QA activities in support of ADP and/or communications systems programs.

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Business (or equivalent combination of education and experience).

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Commercial Job Title: 1031. Technical Information Specialist II

Minimum/General Experience: Three years experience in scanning documents and editing and post processing review of these documents; and at least two years experience using automated information storage and retrieval systems.

Functional Responsibility: Provides computer support to client in abstracting data for input into system; scans, indexes and verifies documents imaged and provides research and modification services as required. Provides extensive document editing and post processing review of documents to ensure accuracy of converted files in accordance with contract requirements. Provides support to customer by recording, searching and reviewing records and document results. Opens new records, as required, and registers changes on documents. Executes simple searches and documents results through generation of standard reports. Abstracts information from records provided by client. Scans documents and provides post processing services in the form of cataloging, indexing and verification.

Minimum Education: High School diploma or equivalent.

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Commercial Job Title: 1032. Technical Information Specialist III

Minimum/General Experience: Four years of direct experience using automated information storage and retrieval systems. Demonstrated experience in managing a technical team of up to six individuals. Three years experience in screening and processing documents of complex and specific nature and cross-referencing to related documents.

Functional Responsibility: Provides technical support to client in abstracting data from records/documents for input into system; oversees and monitors all scanning, indexing and verification of documents imaged/processed and provides assistance for research and modification services. Provides extensive document editing and post processing review of documents to ensure accuracy of converted files in accordance with contract requirements.

Minimum Education: Associate degree in Computer Science or a related degree or the equivalent combination of education and experience.

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Commercial Job Title: 1033. Imaging Technician I

Minimum/General Experience: One year experience processing documents related to a specific field of work utilizing various types of imaging equipment. Knowledge of office workflow systems such as IBM compatible PC, MS Windows and sub-applications. Ability to provide life cycle scanning processes which include but is not limited to:

- document preparation
- document batching
- scanning
- indexing
- verification

Functional Responsibility: Provides scanning support to customer which includes all phases of scanning from document preparation through verification of documents scanned. Provides training in the life cycle of document scanning, including training on various scanning devices.

Minimum Education: High School diploma (or equivalent).

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Commercial Job Title: 1034. Imaging Technician II

Minimum/General Experience: Two years experience processing documents related to a specific field of work utilizing various types of imaging equipment. Knowledge of office workflow systems such as IBM compatible PC, MS Windows and sub-applications. Familiar with records/document preparation and document imaging procedures. Ability to provide life cycle scanning processes which include but is not limited to:

- document preparation
- document batching
- scanning
- indexing
- verification

Functional Responsibility: Provides scanning support to customer which includes all phases of scanning from document preparation through verification of documents scanned. Screens submitted material for specific information and codes for inclusion in database. Reviews and verifies documents of various nature and complexity.

Minimum Education: High school diploma (or equivalent)

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Commercial Job Title: 1035. Imaging Technician III

Minimum/General Experience: Two years experience processing and analyzing documents related to a specific field of work utilizing various types of imaging equipment. Knowledge of office workflow systems such as IBM compatible PC, MS Windows and sub-applications. Familiar with records document preparation and document imaging procedures. Two years experience in using database management systems applications (e.g. indexing, sorting, creating reports, etc.)

Functional Responsibility: Provides scanning support to customer which includes all phases of scanning from document preparation through verification of documents scanned. Screens submitted material for specific information and codes for inclusion in database. Reviews and verifies documents of various nature and complexity. Develops and implements QA/QC procedures involving records flow systems. Monitors work quality of technicians. Provides training in the life cycle of document imaging, including training on various imaging devices.

Minimum Education: High school diploma (or equivalent)

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Commercial Job Title: 1036. Imaging Technician IV

Minimum/General Experience: Three years experience processing and analyzing documents related to a specific field of work utilizing various types of imaging equipment. Knowledge of office workflow systems such as IBM compatible PC, MS Windows and sub-applications. Familiar with records document preparation and document imaging procedures. Demonstrated experience using database management systems applications (e.g. indexing, sorting, creating reports, etc.)

Functional Responsibility: Provides scanning support to customer which includes all phases of scanning from document preparation through verification of documents scanned. Screens submitted material for specific information and codes for inclusion in database. Reviews and verifies documents of various nature and complexity. Develops and implements QA/QC procedures involving records flow systems. Monitors work quality of technicians. Provides training in the life cycle of document imaging, including training on various imaging devices. Acts as backup to the Task Manager during his/her absence.

Minimum Education: High school diploma (or equivalent)

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Commercial Job Title: 1037. General Clerk II

Minimum/General Experience: One year experience using filing practices and procedures/records management by simple (subject matter) headings or partly classified materials by sub-heading. Knowledge of computers and associated applications required.

Functional Responsibility: Provides clerical and manual tasks required to maintain files. Responsible for routine office or clerical duties such as filing, coding and posting data; operates simple office machines.

Minimum Education: High school diploma (or equivalent)

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Commercial Job Title: 1038. General Clerk III

Minimum General Experience: Two years experience of filing practices and procedures/records management in an established system containing a number of varied subject matter files. Knowledge of IBM or compatible PC, MS Windows and database management. Experience using Microsoft ACCESS, DBASE IV, PARADOX, LOTUS 123 or EXCEL desired.

Functional Responsibility: Provides more complex clerical and manual tasks required to maintain files. Responsible for routine office or clerical duties such as filing, coding and posting data; operates simple office machines.

Education: High school diploma (or equivalent)

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Commercial Job Title: 1039. General Clerk IV

Minimum/General Experience: Three years of demonstrated experience of filing practices and procedures/records management in an established system containing a number of varied subject matter files. Knowledge of IBM or compatible PC, MS Windows and database management. Two years experience using Microsoft ACCESS, DBASE IV, PARADOX, LOTUS 123 or EXCEL.

Functional Responsibility: Provides more complex clerical and manual tasks required to maintain files. Responsible for routine office or clerical duties such as filing, coding and posting data; operates simple office machines. Classifies and indexes file material such as correspondence, reports, technical documents, etc. in an established filing system. Provides project administration-type support.

Education: High school diploma (or equivalent)

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Commercial Job Title: 1040. Data Entry Technician II

Minimum/General Experience: One year experience entering data from various source documents which require little or no selecting, coding or standardized interpretation. Ability to operate an alphanumeric keyboard and possess an understanding of keyboard procedure and relevant data entry equipment.

Functional Responsibility: Operates data entry equipment and /or enters data at a workstation. Transcribes, deciphers, and codes alphanumeric data from source documents and verifies data for accuracy and completeness. Responds to system request for routine reports and for routine printing of special forms.

Education: High school diploma or equivalent

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Commercial Job Title: 1041. Data Entry Technician III

Minimum/General Experience: Two years experience entering data from various source documents which requires standardized coding and interpretation. Ability to operate an alphanumeric keyboard and possess an understanding of keyboard procedure and relevant data entry equipment.

Functional Responsibility: Operates data entry equipment and /or enters data at a workstation. Transcribes, deciphers, and codes alphanumeric data from source documents and verifies data for accuracy and completeness. Maintains and updates data into automated systems. Utilizes the data controls to access, read and evaluate the substance of specific records to take corrective action. Responds to system requests for import/export of data into various library files, routine report generation and routine printing of special forms.

Education: High school diploma or equivalent

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Commercial Job Title: 1042. Data Analyst I

Minimum/General Experience: One year experience in extracting information from technical documents preferably in the disciplines listed in the education requirements for this position. Ability to perform detailed analyses of extracted information . Must be familiar with PC's.

Functional Responsibility: Provides technical support to the continuing maintenance of a database system. Screens documents for compliance with established standards for format and quality. Captures all ADP transactions needed for addition to the master index. Performs quality checks on the content of transactions. Transmits quality checked transactions to the mainframe. Provides coding, verification, and correction of data in support of information system.

Education: Bachelors degree preferably in the area of Biology, Chemistry, Environmental Science, Library Science, Information Management or the equivalent combination of education and experience.

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Commercial Job Title: 1043 Data Analyst II

Minimum/General Experience: Two years experience in extracting information from technical documents preferably in the disciplines listed in the education requirements for this position. Ability to perform detailed analyses of extracted information . Knowledge of computers and associated software applications.

Functional Responsibility: Provides technical support to the continuing maintenance of a database system. Screens documents for compliance with established standards for format and quality. Captures all ADP transactions needed for addition to the master index. Performs quality checks on the content of transactions. Transmits quality checked transactions to the mainframe. Provides coding, verification, and correction of data in support of information system. Maintains DBMS software integrity and troubleshoots for program malfunctions. Generates, verifies, and transmits all transactions necessary to reconcile any exceptions discovered during ADP file updates. Codes, verifies and completes transaction posting to file in accordance with written guidance provided by the customer.

Education: Bachelors degree preferably in the area of Biology, Chemistry, Environmental Science, Library Science, Information Management or the equivalent combination of education and experience.

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Commercial Job Title: 1044. Data Analyst III

Minimum/General Experience: Three years experience in extracting information from technical documents preferably in the disciplines listed in the education requirements for this position. Ability to perform detailed analyses of extracted information . Three years experience working with computers and associated software applications and databases.

Functional Responsibility: Provides technical support to the continuing maintenance of a database system. Screens documents for compliance with established standards for format and quality. Captures all ADP transactions needed for addition to the master index. Performs quality checks on the content of transactions. Transmits quality checked transactions to the mainframe. Provides coding, verification, and correction of data in support of information system. Maintains DBMS software integrity and troubleshoots for program malfunctions. Generates, verifies, and transmits all transactions necessary to reconcile any exceptions discovered during ADP file updates. Codes, verifies and completes transaction posting to file in accordance with written guidance provided by the customer. Determines the natures and scope of required action for source documents then codes, verifies, and completes transaction posting to the files. Posts all status changes to the LAN master file utilizing software, equipment and the technical guidance provided by the customer. Transfers data to the LAN for posting to the master file. Trains new hires. Acts as backup to the Task Manager during his/her absence.

Education: Bachelors degree preferably in the area of Biology, Chemistry, Environmental Science, Library Science, Information Management or the equivalent combination of education and experience.

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Commercial Job Title: 1045. Database Analyst

Minimum/General Experience: Two years experience processing and analyzing data input and output through electronic databases. Thorough knowledge of source documents and operator commands. Experience using IBM compatible PC, MS Windows and database applications. Demonstrated ability to communicate both verbally and written in a clear and concise manner. Proficient in the use of computer-based spreadsheets and related software.

Functional Responsibility: Maintains and updates data into automated systems for specific user applications. Manually and electronically retrieves source documents and creates such documents based on electronic mail requests. Provides assistance to users in accessing and using business/computer data base systems. Reviews data for accuracy and batches transactions for electronic transfers into other databases. Responds to system requests for the import/export of data into various files. Generates reports. Analyzes and reconciles computer printouts with operating unit reports.

Education: Bachelors degree in Business Administration, Accounting (or equivalent combination of education and experience)

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Commercial Job Title: 1046. Senior Database Analyst

Minimum/General Experience: Four years related experience. MS Windows and database application experience required. Demonstrated ability to communicate both verbally and written in a clear and concise manner. Experience using database management systems application with increasing responsibilities in DBMS systems analysis.

Functional Responsibility: Supervises and manages the daily work activities of the Database Analyst. Manually and electronically retrieves source documents and creates such documents based on electronic mail requests. Assists users in accessing and using business/computer data base systems. Reviews and validates data for accuracy and batches transactions for electronic transfers into other databases. Responds to system requests for the import/export of data into various files. Generates reports. Oversees configuration and operation of data management systems. Optimizes system operations and resource utilization and performs system capacity analysis and planning. Manages and/or develops data base projects. Evaluates and recommends available DBMS products and services for specific user applications. Defines file organization and security procedures for specific user applications. Provides training to staff.

Minimum Education: Bachelors degree in Business, Computer Science, Information Systems or other related business or scientific discipline (or equivalent combination of education and experience)

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Commercial Job Title: 1047. Senior Computer Security Systems Specialist

Minimum/General Experience: Eight years experience of which at least six years must be specialized experience in defining computer security requirements for high level applications, evaluations of approved security product capabilities, and developing solutions to Multilevel Security (MLS) problems.

Functional Responsibility: Designs, develops, engineers and implements solutions to Multilevel Security (MLS) requirements. Responsible for the implementation and development of the MLS. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Performs risk analyses which also includes risk assessment. Provides daily supervision and direction to staff. Analyzes and defines security requirements for MLS issues.

Education: A Bachelors' degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related scientific or technical discipline.

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Commercial Job Title: 1048. Computer Security Systems Specialist

Minimum/General Experience: Requires four years experience, of which at least two years must be specialized experience in defining computer security requirements for high level applications, evaluations of approved security product capabilities, and developing solutions to Multilevel Security (MLS) problems.

Functional Responsibility: Designs, develops, engineers and implements solutions to MLS requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Performs risk analyses which also includes risk assessment. Analyzes and defines security requirements for Multilevel Security (MLS) issues.

Education: A Bachelor' degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related scientific or technical discipline.

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Commercial Job Title: 1049. Help Desk Specialist I

Minimum/General Experience: Two years of experience in a similar capacity supporting end-users. Demonstrated ability to communicate verbally and in writing a clear and concise manner. Knowledge of PC operating systems, as well as other functional areas. General experience in the use of office automation software such as word processors, spreadsheets and electronic-mail.

Functional Responsibility: Performs all aspects of support to users in specific functional areas of standard Windows desktop applications, and other applications developed. Serves as the initial point of contact for troubleshooting hardware/software PC and printer problems. Maintains records of all reported problems and method of resolution. Assists user in performing software installations and upgrades.

Minimum Education: Associates Degree in Computer Science, Information Systems, Business, or other related scientific or technical discipline or the equivalent combination of education and experience.

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Commercial Job Title: 1050. Help Desk Specialist II

Minimum/General Experience: Three years of experience performing in a similar capacity supporting end-users. Knowledge of PC operating systems, DOS, Windows, as well as other functional areas. General experience in the use of office automation software such as word processors, spreadsheets and electronic-mail. Demonstrated ability to communicate verbally and in writing a clear and concise manner.

Functional Responsibility: Performs all aspects of support to users in specific functional areas, standard Windows desktop applications, and other applications developed. Serves as the initial point of contact for troubleshooting hardware/software PC and printer problems. Maintains records of all reported problems and methods of resolution. Assists user in performing software installations and upgrades. Provides technical support to users experiencing various degrees of system failures including explaining common error codes and the methodology for restoring system functions following a system crash. Provides guidance to users reconstructing/rebuilding corrupted indices and data files.

Minimum Education: Associates Degree in Computer Science, Information Systems, Business or other related scientific or technical discipline or the equivalent combination of education and experience.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

Commercial Job Title: 1051. Help Desk Manager

Minimum/General Experience: Five years of experience managing a help desk, or similar function, comprehensive knowledge of PC operating systems, as well as specific functional areas. General experience includes information systems development, network and other work in the client/server field or related fields. Demonstrated ability to communicate orally and in writing in a clear concise manner.

Functional Responsibility: Performs all aspects of support to users in specific functional areas of standard Windows desktop applications, and other applications developed. Serves as the initial point of contact for troubleshooting hardware/software PC and printer problems. Maintains records of all reported problems and method of resolution. Assists user in performing software installations and upgrades. Provides daily supervision and direction to staff.

Minimum Education: Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline or the equivalent combination of education and experience.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

Commercial Job Title: 1052. Cost Analyst

Minimum/General Experience: This position requires a minimum of two years experience, of which at least year must be specialized. Specialized experience includes: demonstrated experience in providing technical and financial justifications (obtained by collecting information relevant to the decision and displaying that information in standard formats) in support of computer system selections. General experience includes increasing responsibilities in information systems of a technical and fiscal nature.

Functional Responsibility: Performs Functional Economic Analysis (FEA) to evaluate the costs of alternative ways to accomplish functional objectives. The FEA states investment costs, benefits, and risks as a net change to the functional baseline cost, the cost of doing business now and in the future. Ensures that cross-functional, security, and other integration issues are addressed.

Education: Bachelor's degree in Business, Computer Science, Information Systems, Engineering or other related scientific or technical discipline. (or equivalent combination of education and experience)

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

Commercial Job Title: 1053. DBMS Specialist II

Minimum/General Experience: This position requires a minimum of two years experience. Demonstrated experience using current DBMS's technologies, application design utilizing various DBMS and experience with DBMS internals. Ability to work independently or under general direction.

Functional Responsibility: Evaluates and recommends available DBMS products to support validated user requirements. Defines file organization, indexing methods, and security procedures for specific user applications.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business or other related scientific or technical discipline. (or equivalent combination of education and experience)

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

Commercial Job Title: 1054. DBMS Specialist III

Minimum/General Experience: This position requires a minimum of three years experience in DBMS systems analysis/programming, of which at least two years must be specialized. Specialized experience includes: demonstrated experience using current DBMS technologies, application design utilizing various DBMS and experience with DBMS internals. General experience includes increasing responsibilities in DBMS systems analysis and programming. Demonstrated ability to work independently or under general direction.

Functional Responsibility: Evaluates and recommends available DBMS products to support validated user requirements. Defines file organization, indexing methods, and security procedures for specific user applications. Provides highly technical expertise in the use of DBMS.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business or other related scientific or technical discipline. (or equivalent combination of education and experience)

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

Commercial Job Title: 1055. Applications Programmer II

Minimum/General Experience: Three years experience of which at least two years must be specialized. Specialized in using current programming languages to translate detailed logical steps developed by others into language codes that computers accept where this requires understanding of procedures and limitations appropriate to use of a programming language. Knowledge of a particular programming language (e.g. COBOL, FORTRAN, dBase, Clipper, Visual Basic, C++ etc.) is an important consideration. Proficient in the use of all particular assembly level programming language, knowledge of general techniques for analysis of system software requirements and skill in development and implementation of specifications for system software programs.

Specialized Experience: Responsible for translating system designs into the plans of instructions and logic by which computers can produce the desired actions or products.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business or other related scientific or technical discipline. (or equivalent combination of education and experience)

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

Commercial Job Title: 1056. Applications Programmer III

Minimum/General Experience: Five years experience of which at least three years must be specialized. Specialized experience using current programming languages to translate detailed logical steps developed by others into language codes that computers accept where this requires understanding of procedures and limitations appropriate to use of a programming language. Knowledge of a particular programming language (e.g. COBOL, FORTRAN, dBase, Clipper, Visual Basic, C++ etc.). Proficient in the use of all particular assembly level programming language, knowledge of general techniques for analysis of system software requirements and skill in development and implementation of specifications for system software programs. Demonstrates knowledge of computer requirements and techniques in carrying out project assignments consisting of several related tasks, such as typically is the case in the development of minor modifications to parts of a system on the basis of detailed specifications provided

Functional Responsibility: Responsible for translating system designs into the plans of instructions and logic by which computers can produce the desired actions or products.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business or other related scientific or technical discipline. (or equivalent combination of education and experience)

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SERVICE DESCRIPTIONS

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Commercial Job Title: 1057. Senior Technical Writer

Minimum/General Experience: Three years experience of which at least one year must be specialized in the preparing and editing IRM technical documentation writing. Substantial knowledge of the capabilities and operation of computer systems and various IRM technologies. Ability to use state-of-the-art Desk Top Publishing Packages to develop various system maintenance and user manuals.

Functional Responsibility: Prepares IRM system documentation (i.e. user manuals, training materials, installation guides, proposal, and reports.) incorporating information provided by users, specialist, analysts, programmers, and operations personnel. Edits functional descriptions, system specifications, user manuals, special reports, or any other customer deliverables and documents.

Education: Bachelor's degree in English, Literature or other related discipline to this position. (or the equivalent combination of education and experience)

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SERVICE DESCRIPTIONS

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Commercial Job Title: 1058. Task Leader

Minimum/General Experience: Two years experience in supervision which the last year of experience included supervising a staff of five or more employees in an office. Knowledge of implementing QA/QC procedures in a multi-faceted operation. Demonstrated abilities in planning and organizing work to meet established deadlines and specific goals. Experience in using an IBM or compatible PC with experience using MicroSoft windows and database management systems.

Functional Responsibility: Plans, manages, and reviews other team members work performed under the contract for accuracy and completeness. Assists in the preparation of procedures manuals, reports and work plans. Establishes controls for measuring progress and task status. Conducts training/cross training. Independently performs a variety of complex tasks. Coordinates production schedule for tasks performed. Provides backup support for Project Manager's duties.

Education: Graduation from an accredited four year college or university with a degree preferably in Business Management or the Computer Sciences. (or the equivalent combination of education and experience)

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SERVICE DESCRIPTIONS

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Commercial Job Title: 1059. Network Analyst I

Minimum/General Experience: One year related experience. Demonstrated experience maintaining a simple network of 25 or fewer nodes, or for a section of a larger network.

Functional Responsibility: Provides technical support in the installation and maintenance of Local Area Network (LAN). Assists in the evaluation of hardware and software, including peripheral, output, and telecommunications equipment. Installs network hardware and software, including network operating systems. Monitors data communications to ensure that network is available to all users. Troubleshoots and resolves routine problems.

Education: High School diploma (or equivalent)

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SERVICE DESCRIPTIONS

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Commercial Job Title: 1060. Network Analyst II

Minimum/General Experience: Two years related experience. Demonstrated experience maintaining moderately complex network of 25 to 100 nodes.

Functional Responsibility: Designs, installs, maintains and coordinates Local Area Network (LAN). Evaluates hardware and software, including peripheral, output, and telecommunications equipment. Enforces security procedures, installs network software and manages network performance. Troubleshoots and resolves routine problems. Implements and coordinates network policies, procedures and standards. Train users.

Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business or other related scientific or technical discipline. (or equivalent combination of education and experience)

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Class 7371 - Computer Programming Services

Commercial Job Title: 1061. Network Analyst III

Minimum/General Experience: Three years related experience. Demonstrated experience across hardware and software systems supplied by multiple users. Experience in the past year supervising at least five technical personnel.

Functional Responsibility: Designs, installs, and maintains complex networks that typically link numerous computing platforms, operating systems, and network topologies across widely dispersed geographic areas. Evaluates hardware and software suitable for large, complex networks. Designs, tests, and implements interface programs. Develops security procedures. Manages network performance. Troubleshoots and resolves complex problems to ensure no disruption of mission-critical applications. Designs and maintains fault-tolerant systems and manages system backups. Supervises subordinate network analysts.

Education: Graduation from a four year accredited college or university with a degree preferably in engineering, computer science, Information Systems, Business or other related scientific or technical discipline (or equivalent combination of education and experience)

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

Commercial Job Title: 1062. Records/Information Manager

Minimum/General Experience: Five years experience in a records/information management position. Demonstrated ability to communicate orally and in a clear and concise manner; strong organization and planning skills; In-depth knowledge of organizational records and information management programs. Experience in managing, controlling and directing active records systems and centers. Knowledge of records organization and evaluation; inactive records systems, centers and maintenance; correspondence control; reports and directives control and records retention. Thorough understanding of automated systems and applications. Expertise in other functional areas such as electronic information, reprographics, etc.

Functional Responsibility: Prepares departmental objectives in accordance with long-range plans and mission statements set by client. Monitors costs involved with information creation, storage and retrieval using automated tools. Researches alternatives and presents recommendations when required. Consults with users on automated records management applications and recommends hardware/software solutions. Implements records and information management policies and procedures. Develops plan and design of the organization's vital records protection and disaster prevention and recovery efforts as required. Manages organization-wide records retention efforts regardless of type of media storage. Ensures adherence to legal requirements which affect the information of the client. Coordinates staff and equipment resources to provide efficient usage of information throughout organization. Utilizes expertise to evaluate manual and/or automated records systems; make recommendations to client.

Minimum Education: Bachelors Degree in Business Administration, *Certification in Records Management (CRM) desired*. Course work to have included computer science, business law, human relations, records and information management and accounting. (or the equivalent combination of education and experience.)

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

Commercial Job Title: 1063. Records Center Supervisor

Minimum/General Experience: Four years experience in records management which the last two years of experience included supervising a staff of up to five employees in an office. Demonstrated abilities in planning and organizing work to meet established deadlines and goals. knowledge of facilities operations and knowledge of technology applications relevant to records management environment; Demonstrated effective oral and written communication skills; ability to plan and organize work; ability to perceive and analyze problems, develop alternatives and make or recommend solutions; thorough knowledge of retention schedules; .Experience in using an IBM or compatible PC with records management software.

Functional Responsibility: Responsible for receipt, storage, retrieval, use and disposition of inactive records according to information management procedures. Supervises and coordinate daily work of the Records Center staff. Develops and supervises training programs for the staff and user departments to ensure standardization of automated systems organization-wide. Develops and implements policies and procedures for the Records Center. Works with user departments on special research and retrieval projects. Plans, schedules and assigns work tasks. Prepares automated statistical reports on all phases of records and information program monthly or as required. Ensures efficient utilization of storage space. Justifies and recommends the purchase, disposition, or acquisition of hardware and/or software and peripheral supplies within area of assigned responsibility. Recommends changes to retention schedules and communicate suggestions to Records Manager. Ensures security and preservation of records in storage. Creates, updates and maintains automated programs for retention policies and procedures and retention schedules for all record types.

Minimum Education: Bachelors Degree (or equivalent) with specialized course work in records management, business law, administrative management and computer technology. (or the equivalent combination of education and experience.)

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Class 7371 - Computer Programming Services

Commercial Job Title: 1064. Senior Records Analyst

Minimum/General Experience: Two to four years experience in records management in the areas of vital records, active records and inactive records. Prior experience as a records analyst or senior records clerk. Thorough knowledge of records management techniques, including computer technology applications and retention policies. Ability to perceive and analyze problems, develops alternatives and make or recommend sound decisions. Demonstrated ability to communicate orally and in writing in a clear and concise manner.

Functional Responsibility: Responsible for the creation, updating and maintenance of organization's retention schedules in an automated system. Reviews, evaluates and recommends designation of records/information considered vital to organization. Evaluates user needs based on inventory of records and interviews with users; reviews current methods and recommends improvements; coordinates automated file conversion process; writes procedures and trains departmental personnel on use of automated systems; develops and coordinates correspondence and reports control programs; prepares status reports on current projects. Identifies vital records; recommends proper procedures/equipment for protection in the office environment; establishes rotation procedures for both in house and off site storage; trains users in disaster planning and recovery; creates program to use in compiling statistics on projects for monthly reports; coordinates work flow of records analysts. Analyzes department records, categorizes and researches appropriate retention values for each; trains users in retention policies; conducts all legal research necessary to determine retention values and maintain library of legal references.

Minimum Education: Bachelors Degree preferred. Minimum of two years of college with specialized course work in records management, business law and computer technology. (or the equivalent combination of education and experience.)

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

Commercial Job Title: 1065. Records Analyst

Minimum/General Experience: One to two years prior experience in records management as records clerk or data entry clerk. Good oral and communication skills; ability to organize and plan work; ability to research and find information on various subjects; good arithmetic skills; and basic knowledge of records management principles. Experience with vital, inactive and active records management programs.

Functional Responsibility: Works closely with Senior Records Analyst in training of users; researches information technology applications, governmental requirements or corporate policies for possible implementation in departments; completes paperwork required to establish program within a department. Gathers statistical information of departmental justifications or internal procedures; routes information for input to internal automated systems. Implements retention schedules and create destruction notifications for approval; coordinates input of inventory into computer database to ensure accuracy and compliance with retention/disposition guidelines; provide training in destruction policies as required.

Minimum Education:

Two years of college preferred with specialized course work in records management, business law and computer technology. (or the equivalent combination of education and experience.)

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

Commercial Job Title: 1066. SENIOR PROGRAM MANAGER

General Experience: Fifteen years experience as a Project/Contract Manager with seven years specific experience in progressively complex information technology projects. Interfaces with high-level Government management personnel, contract managers and customer agency representatives. Can facilitate inter-agency collaboration.

Specialized Experience: Experienced in management of complex system design, system integration, network design, network administration, and telecommunications and/or data processing projects. Responsible for collaboration with Government management for defining and implementing contract performance standards from contract initiation to contract termination/transition. Responsible for formulating and enforcing work standards, assigning schedules, reviewing work discrepancies and communicating policies, purposes and goals of the organization to subordinates. Supervises management of contract performance.

Functional Responsibility: Serves as the contract manager and is the contractor's authorized point-of-contact with the Government Contracting Officer and the Contracting Officer's Representative (COR). Interfaces with Government management personnel, contract managers, and customer representatives. Ensures that contract performance standards are conveyed to Project Managers and other subordinate management personnel. Reviews, improves, and authorizes project planning and execution protocols, project schedules, project budget, project staffing, and all other contract related matters. .

Minimum Education: Masters degree from an accredited college or university with a curriculum or major field of study which either provides substantial knowledge useful in managing large, complex AIS projects; is closely related to the project to be completed; or is a computer science, a physical science or a mathematics intensive discipline.

Substitution of experience for education may be made when two years of specialized ADP or applications subject matter knowledge and experience will be equivalent to a two-year masters program. Years of experience which are used to substitute for a college degree cannot be used to otherwise qualify under the skill category description.

A Doctorate degree from an accredited college or university with a major in a field of study which is closely related to the work to be performed may be substituted for two years of general experience.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

Commercial Job Title: 1067 - APPLICATION SYSTEMS DEVELOPER

General Experience: Three years within the past five calendar years of intensive and progressive experience in performing cost/benefit and systems analysis, application design and coding, and deployment in large Government-approved development platforms. Proven expertise in web-based application development, deployment, and maintenance a must.

Specialized Experience: Two years within the past three calendar years of specialized experience in complex web-based applications involving application development using Oracle, ColdFusion, and associated design tools. Twelve months experience supervising analysts or programmers in similar systems development activity. Experience in designing and building data bases using DBMS software required by specific user applications.

Functional Responsibility: Provides technical expertise in the use of DBMS. Must have demonstrated experience in state-of-the-art DBMS technology. Evaluates and recommends available DBMS products after matching user requirements with system capabilities. Determines file organization, indexing methods, and security procedures for specific user applications.

Perform systems analysis, design, integration, programming, documentation and implementation of program-specific applications using ColdFusion as a development tool and Oracle as the DBMS. Assists with deployment and maintenance of the applications in the agency's infrastructure. Coordinates the above activity with agency's enterprise architects. Conducts presentations and sessions to coordinate and gather requirements from large user group. Prepares technical reports, charts and graphs, and related materials to assist with dispensing information to the user group. Provides formal and informal user training. Provide technical supervision of staff working on the development project.

Minimum Education: Bachelors Degree from an accredited college or university with a curriculum or major field of study which either provides a substantial knowledge useful in managing large, complex AIS projects, is closely related to the work to be automated and/or is a computer science, physical science or mathematics intensive discipline.

A Masters or Doctorate Degree from an accredited college or university with a major in a field of study closely related to the work to be automated may be substituted for one year of general experience.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

Commercial Job Title: 1068 - SENIOR APPLICATION SYSTEMS DEVELOPER

General Experience: Six years within the past eight calendar years of intensive and progressive experience in performing cost/benefit and systems analysis, application design and coding, and deployment in large Government-approved development platforms. Proven expertise in web-based application development, deployment, and maintenance a must.

Specialized Experience: Three years within the past four calendar years of specialized experience in complex web-based applications involving application development using Oracle, ColdFusion, and associated design tools. Eighteen months experience supervising analysts or programmers in similar systems development activity. Experience in designing and building data bases using DBMS software required by specific user applications.

Functional Responsibility: Provides highly technical expertise in the use of DBMS. Must have demonstrated experience in state-of-the-art DBMS technology. Evaluates and recommends available DBMS products after matching user requirements with system capabilities. Determines file organization, indexing methods, and security procedures for specific user applications. Prepares and delivers presentation on DBMS concepts.

Perform systems analysis, design, integration, programming, documentation and implementation of program-specific applications using ColdFusion as a development tool and Oracle as the DBMS. Coordinates with enterprise architecture experts to successfully deploy and maintain the applications in the agency's infrastructure. Conduct presentations and sessions to coordinate and gather requirements from a multi-program user group. Prepare appropriate technical reports, charts and graphs, and related materials to continue to dispense information to the user group. Provide formal and informal user training. Provide technical supervision of staff working on the development project.

Minimum Education: Bachelors Degree from an accredited college or university with a curriculum or major field of study which either provides a substantial knowledge useful in managing large, complex AIS projects, is closely related to the work to be automated and/or is a computer science, physical science or mathematics intensive discipline.

A Masters or Doctorate Degree from an accredited college or university with a major in a field of study closely related to the work to be automated may be substituted for one year of general experience.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

Commercial Job Title: 1069 - SENIOR NETWORK ENGINEER/TELECOMM SPECIALIST

General Experience: A minimum of eight years of progressively complex information technology experience as well as experience supervising junior technical personnel.

Specialized Experience: Specialized experience includes protocol analysis, knowledge of OSI protocols particularly TCP/IP, X.25, X.400, X.500. Experience with ATM, Frame Relay, other knowledge with bridges, routers, and gateways. Experience in direct supervision or in management of technical staff supervising the operation and maintenance of communication network systems. Is typically a top-level technical contributor with advanced knowledge and experience in the area of local and wide area networking, communications, and related hardware/software (e.g., bridges, gateways, routers, multiplexers, hubs). Knowledgeable in many network topologies and protocols.

Functional Responsibility: Responsible for the overall integration of the enterprise network including: planning, design, installation, and management of the client Local Area Network (LAN)/Wide Area Network (WAN)/Metropolitan Area Network (MAN). Responsible for comprehensive research leading to the planning and design of the above mentioned networks. Maintains technical currency and studies vendor products to determine those, which best meet client agency's needs. Presents information to customer management, which may result in purchases and installation of hardware, software, and telecommunication equipment. Recommends network security procedures and policies. Works with voice and/or data communications analysis. Evaluates communication hardware and software, and troubleshoots complex LAN/MAN/WAN and other network related problems. Provides technical expertise for performance and configuration of networks. Provides technical leadership in the integration and test of complex large-scale computer integrated networks. Schedules conversions and cutovers. Oversees network control center. Supervises maintenance of systems. Coordinates with all responsible users and sites.

Minimum Education: Graduation from an accredited four year college or university.

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SERVICE DESCRIPTIONS

Class 7371 - Computer Programming Services

Commercial Job Title: 1070 - NETWORK ENGINEER/TELECOMMUNICATIONS SPECIALIST

General Experience: A minimum of six years of progressively complex information technology experience.

Specialized Experience: Specialized experience includes protocol analysis, knowledge of OSI protocols. Experience with ATM, Frame Relay, knowledge with bridges, routers, and gateways. Experience in the supervising the operation and maintenance of communication network systems. Is typically a high-level technical contributor with advanced knowledge and experience in the area of local and wide area networking, communications, and related hardware/software (e.g., bridges, gateways, routers, multiplexers, hubs). Knowledgeable in many network topologies and protocols.

Functional Responsibility: Responsible for the overall maintenance of the enterprise network including: installation, maintenance, and coordination of the client Local Area Network (LAN)/Wide Area Network (WAN)/Metropolitan Area Network (MAN). Performs routine maintenance and administrative tasks including, but not limited to database administration, server maintenance and troubleshooting, and system and user data backups. Maintain servers and databases in peak operating efficiency. Perform repair and maintenance of servers on an as-needed basis. Troubleshoot server, database, and network problems affecting LAN/WAN/MAN performance and research and implement tools to establish optimum performance. Implement network security procedures and policies. Implement communication hardware and software.

Minimum Education: Graduation from an accredited four year college or university.

AUTHORIZED IT PROFESSIONAL SERVICES SCHEDULE PRICE LIST
 FSC GROUP 70, SPECIAL ITEM 132-51, CONTRACT NO. GS-35F-4713G
 PERIOD: 7/10/2007 - 7/09/2008

CODES SIC 7371 SKILL #	PROFESSIONAL IT SERVICES	Opt. Yr11 7/10/07 - 7/09/08 Price/PH
1001	Program Manager	\$95.90
1002	Technical Project Manager	\$86.75
1003	Project Manager	\$70.49
1004	Technical Project Leader	\$77.52
1005	Sr. Microcomputer Specialist	\$71.51
1006	Microcomputer Specialist	\$38.06
1007	Sr. Systems Analyst	\$61.85
1008	Systems Analyst	\$48.16
1009	Sr. Programmer	\$56.85
1010	Programmer	\$43.75
1011	Sr. LAN Specialist	\$60.11
1012	LAN Specialist	\$44.06
1013	Sr. Management Analyst	\$74.10
1014	Sr. Systems Engineer	\$62.58
1015	Systems Engineer	\$38.96
1016	Information Engineering Design Support Specialist	\$59.87
1017	Information Engineering Technical Support Specialist	\$53.46
1018	Sr. Automated Information Systems Specialist Scientific	\$58.64
1019	Automated Information Systems Specialist Scientific	\$53.46
1020	Sr. Lotus Notes Developer	\$96.20
1021	Lotus Notes Developer	\$85.51
1022	Sr. Lotus Notes Administrator	\$71.93
1023	Lotus Notes Administrator	\$66.83
1024	DBMS Manager	\$54.19
1025	Data Communications Specialist	\$48.18
1026	IRM Training Specialist	\$38.48
1027	Lotus Notes Training Specialist	\$64.14
1028	Technical Writer	\$38.55
1029	Quality Assurance Manager	\$48.96
1030	Quality Assurance Specialist	\$44.76

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1031	Technical Information Specialist II	\$37.77
1032	Technical Information Specialist III	\$48.96
1033	Computer Oper I/Imaging Technician I (see Note 2)	\$25.70
1034	Computer Oper II/Imaging Technician II (see Note 2)	\$30.53
1035	Computer Oper III/Imaging Technician III (see Note 2)	\$35.34
1036	Computer Oper IV/Imaging Technician IV (see Note 2)	\$36.37
1037	General Clerk II (see Note 2)	\$24.36
1038	General Clerk III (see Note 2)	\$25.70
1039	General Clerk IV (see Note 2)	\$34.75
1040	Data Entry Technician II (see Note 2)	\$26.59
1041	Data Entry Technician III (see Note 2)	\$29.37
1042	Data Analyst I	\$26.59
1043	Data Analyst II	\$29.37
1044	Data Analyst III	\$32.17
1045	Database Analyst	\$34.97
1046	Sr. Database Analyst	\$47.57
1047	Sr. Computer Security Systems Specialist	\$55.96
1048	Computer Security Systems Specialist	\$39.17
1049	Help Desk Specialist I	\$30.78
1050	Help Desk Specialist II	\$33.57
1051	Help Desk Manager	\$36.37
1052	Cost Analyst	\$30.78
1053	DBMS Specialist II	\$48.96
1054	DBMS Specialist III	\$55.96
1055	Applications Programmer II	\$47.57
1056	Applications Programmer III	\$53.16
1057	Sr. Technical Writer	\$39.17
1058	Task Leader	\$36.37
1059	Network Analyst I	\$30.78
1060	Network Analyst II	\$33.57
1061	Network Analyst III	\$39.17
1062	Records/Information Manager	\$77.26
1063	Records Center Supervisor	\$60.71
1064	Sr. Records Analyst	\$52.99
1065	Records Analyst	\$41.44
1066	Sr. Program Manager	\$103.00
1067	Applications Systems Developer	\$77.07
1068	Sr. Applications Systems Developer	\$91.71
1069	Sr. Network Eng/Telecom Specialist	\$83.82
1070	Network Eng/Telecom Specialist	\$73.72

Note 1 Place of Performance will be at the Government Site

Note 2 Labor Categories that are subject to the Service Contract Act
Cannot be used as a stand alone Category

GSA Mod PA0016, dated July 5, 2007

TO ORDER CALL: 301-588-5900

GSA Schedule B/C#:

To Order, please call: (301) 588-5900

AUTHORIZED IT PROFESSIONAL SERVICES SCHEDULE PRICE LIST
 FSC GROUP 70, SPECIAL ITEM 132-51, CONTRACT NO. GS-35F-4713G
 PERIOD: 7/10/2008 - 7/09/2009

CODES	PROFESSIONAL IT SERVICES	Opt. Yr 12
SIC 7371		7/10/08 -
SKILL #		7/09/09
		Price/PH
1001	Program Manager	\$99.83
1002	Technical Project Manager	\$90.31
1003	Project Manager	\$73.38
1004	Technical Project Leader	\$80.70
1005	Sr. Microcomputer Specialist	\$74.44
1006	Microcomputer Specialist	\$39.62
1007	Sr. Systems Analyst	\$64.39
1008	Systems Analyst	\$50.13
1009	Sr. Programmer	\$59.18
1010	Programmer	\$45.54
1011	Sr. LAN Specialist	\$62.57
1012	LAN Specialist	\$45.87
1013	Sr. Management Analyst	\$77.14
1014	Sr. Systems Engineer	\$65.15
1015	Systems Engineer	\$40.56
1016	Information Engineering Design Support Specialist	\$62.32
1017	Information Engineering Technical Support Specialist	\$55.65
1018	Sr. Automated Information Systems Specialist Scientific	\$61.04
1019	Automated Information Systems Specialist Scientific	\$55.65
1020	Sr. Lotus Notes Developer	\$100.14
1021	Lotus Notes Developer	\$89.02
1022	Sr. Lotus Notes Administrator	\$74.88
1023	Lotus Notes Administrator	\$69.57
1024	DBMS Manager	\$56.41
1025	Data Communications Specialist	\$50.16
1026	IRM Training Specialist	\$40.06
1027	Lotus Notes Training Specialist	\$66.77
1028	Technical Writer	\$40.13
1029	Quality Assurance Manager	\$50.97
1030	Quality Assurance Specialist	\$46.60

AUTHORIZED IT PROFESSIONAL SERVICES SCHEDULE PRICE LIST

Con'd

1031	Technical Information Specialist II	\$39.32
1032	Technical Information Specialist III	\$50.97
1033	Computer Oper I/Imaging Technician I (see Note 2)	\$26.75
1034	Computer Oper II/Imaging Technician II (see Note 2)	\$31.78
1035	Computer Oper III/Imaging Technician III (see Note 2)	\$36.79
1036	Computer Oper IV/Imaging Technician IV (see Note 2)	\$37.86
1037	General Clerk II (see Note 2)	\$25.36
1038	General Clerk III (see Note 2)	\$26.75
1039	General Clerk IV (see Note 2)	\$36.17
1040	Data Entry Technician II (see Note 2)	\$27.68
1041	Data Entry Technician III (see Note 2)	\$30.57
1042	Data Analyst I	\$27.68
1043	Data Analyst II	\$30.57
1044	Data Analyst III	\$33.49
1045	Database Analyst	\$36.40
1046	Sr. Database Analyst	\$49.52
1047	Sr. Computer Security Systems Specialist	\$58.25
1048	Computer Security Systems Specialist	\$40.78
1049	Help Desk Specialist I	\$32.04
1050	Help Desk Specialist II	\$34.95
1051	Help Desk Manager	\$37.86
1052	Cost Analyst	\$32.04
1053	DBMS Specialist II	\$50.97
1054	DBMS Specialist III	\$58.25
1055	Applications Programmer II	\$49.52
1056	Applications Programmer III	\$55.34
1057	Sr. Technical Writer	\$40.78
1058	Task Leader	\$37.86
1059	Network Analyst I	\$32.04
1060	Network Analyst II	\$34.95
1061	Network Analyst III	\$40.78
1062	Records/Information Manager	\$80.43
1063	Records Center Supervisor	\$63.20
1064	Sr. Records Analyst	\$55.16
1065	Records Analyst	\$43.14
1066	Sr. Program Manager	\$107.22
1067	Applications Systems Developer	\$80.23
1068	Sr. Applications Systems Developer	\$95.47
1069	Sr. Network Eng/Telecom Specialist	\$87.26
1070	Network Eng/Telecom Specialist	\$76.74

Note 1 Place of Performance will be at the Government Site

Note 2 Labor Categories that are subject to the Service Contract Act
Cannot be used as a stand alone Category

GSA Mod PA0016, dated July 5, 2007

TO ORDER CALL: 301-588-5900

GSA Schedule B/C#:

To Order, please call: (301) 588-5900

AUTHORIZED IT PROFESSIONAL SERVICES SCHEDULE PRICE LIST
 FSC GROUP 70, SPECIAL ITEM 132-51, CONTRACT NO. GS-35F-4713G
 PERIOD: 7/10/2009 - 7/09/2010

CODES SIC 7371 SKILL #	PROFESSIONAL IT SERVICES	Opt. Yr 13 7/10/09 - 7/09/10 Price/PH
1001	Program Manager	\$104.12
1002	Technical Project Manager	\$94.19
1003	Project Manager	\$76.54
1004	Technical Project Leader	\$84.17
1005	Sr. Microcomputer Specialist	\$77.64
1006	Microcomputer Specialist	\$41.32
1007	Sr. Systems Analyst	\$67.15
1008	Systems Analyst	\$52.29
1009	Sr. Programmer	\$61.73
1010	Programmer	\$47.50
1011	Sr. LAN Specialist	\$65.27
1012	LAN Specialist	\$47.84
1013	Sr. Management Analyst	\$80.46
1014	Sr. Systems Engineer	\$67.95
1015	Systems Engineer	\$42.30
1016	Information Engineering Design Support Specialist	\$65.00
1017	Information Engineering Technical Support Specialist	\$58.04
1018	Sr. Automated Information Systems Specialist Scientific	\$63.67
1019	Automated Information Systems Specialist Scientific	\$58.04
1020	Sr. Lotus Notes Developer	\$104.45
1021	Lotus Notes Developer	\$92.84
1022	Sr. Lotus Notes Administrator	\$78.10
1023	Lotus Notes Administrator	\$72.56
1024	DBMS Manager	\$58.84
1025	Data Communications Specialist	\$52.31
1026	IRM Training Specialist	\$41.78
1027	Lotus Notes Training Specialist	\$69.64
1028	Technical Writer	\$41.86
1029	Quality Assurance Manager	\$53.16
1030	Quality Assurance Specialist	\$48.60

AUTHORIZED IT PROFESSIONAL SERVICES SCHEDULE PRICE LIST
 Con'd

1031	Technical Information Specialist II	\$41.01
1032	Technical Information Specialist III	\$53.16
1033	Computer Oper I/Imaging Technician I (see Note 2)	\$27.90
1034	Computer Oper II/Imaging Technician II (see Note 2)	\$33.15
1035	Computer Oper III/Imaging Technician III (see Note 2)	\$38.37
1036	Computer Oper IV/Imaging Technician IV (see Note 2)	\$39.49
1037	General Clerk II (see Note 2)	\$26.45
1038	General Clerk III (see Note 2)	\$27.90
1039	General Clerk IV (see Note 2)	\$37.73
1040	Data Entry Technician II (see Note 2)	\$28.87
1041	Data Entry Technician III (see Note 2)	\$31.89
1042	Data Analyst I	\$28.87
1043	Data Analyst II	\$31.89
1044	Data Analyst III	\$34.93
1045	Database Analyst	\$37.97
1046	Sr. Database Analyst	\$51.65
1047	Sr. Computer Security Systems Specialist	\$60.76
1048	Computer Security Systems Specialist	\$42.53
1049	Help Desk Specialist I	\$33.42
1050	Help Desk Specialist II	\$36.45
1051	Help Desk Manager	\$39.49
1052	Cost Analyst	\$33.42
1053	DBMS Specialist II	\$53.16
1054	DBMS Specialist III	\$60.76
1055	Applications Programmer II	\$51.65
1056	Applications Programmer III	\$57.72
1057	Sr. Technical Writer	\$42.53
1058	Task Leader	\$39.49
1059	Network Analyst I	\$33.42
1060	Network Analyst II	\$36.45
1061	Network Analyst III	\$42.53
1062	Records/Information Manager	\$83.89
1063	Records Center Supervisor	\$65.92
1064	Sr. Records Analyst	\$57.53
1065	Records Analyst	\$44.99
1066	Sr. Program Manager	\$111.83
1067	Applications Systems Developer	\$83.68
1068	Sr. Applications Systems Developer	\$99.58
1069	Sr. Network Eng/Telecom Specialist	\$91.01
1070	Network Eng/Telecom Specialist	\$80.04

Note 1 Place of Performance will be at the Government Site
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 GSA Mod PA0016, dated July 5, 2007
 TO ORDER CALL: 301-588-5900

AUTHORIZED IT PROFESSIONAL SERVICES SCHEDULE PRICE LIST
 FSC GROUP 70, SPECIAL ITEM 132-51, CONTRACT NO. GS-35F-4713G
 PERIOD: 7/10/2010 - 7/09/2011

CODES SIC 7371 SKILL #	PROFESSIONAL IT SERVICES	Opt. Yr 14 7/10/2010 - 7/09/2011 Price/PH
1001	Program Manager	\$108.81
1002	Technical Project Manager	\$98.43
1003	Project Manager	\$79.98
1004	Technical Project Leader	\$87.96
1005	Sr. Microcomputer Specialist	\$81.14
1006	Microcomputer Specialist	\$43.18
1007	Sr. Systems Analyst	\$70.18
1008	Systems Analyst	\$54.64
1009	Sr. Programmer	\$64.50
1010	Programmer	\$49.64
1011	Sr. LAN Specialist	\$68.20
1012	LAN Specialist	\$49.99
1013	Sr. Management Analyst	\$84.08
1014	Sr. Systems Engineer	\$71.00
1015	Systems Engineer	\$44.20
1016	Information Engineering Design Support Specialist	\$67.93
1017	Information Engineering Technical Support Specialist	\$60.66
1018	Sr. Automated Information Systems Specialist Scientific	\$66.53
1019	Automated Information Systems Specialist Scientific	\$60.66
1020	Sr. Lotus Notes Developer	\$109.15
1021	Lotus Notes Developer	\$97.02
1022	Sr. Lotus Notes Administrator	\$81.61
1023	Lotus Notes Administrator	\$75.83
1024	DBMS Manager	\$61.49
1025	Data Communications Specialist	\$54.67
1026	IRM Training Specialist	\$43.66
1027	Lotus Notes Training Specialist	\$72.77
1028	Technical Writer	\$43.74
1029	Quality Assurance Manager	\$55.55
1030	Quality Assurance Specialist	\$50.79

AUTHORIZED IT PROFESSIONAL SERVICES SCHEDULE PRICE LIST

Con'd

1031	Technical Information Specialist II	\$42.85
1032	Technical Information Specialist III	\$55.55
1033	Computer Oper I/Imaging Technician I (see Note 2)	\$29.16
1034	Computer Oper II/Imaging Technician II (see Note 2)	\$34.64
1035	Computer Oper III/Imaging Technician III (see Note 2)	\$40.10
1036	Computer Oper IV/Imaging Technician IV (see Note 2)	\$41.27
1037	General Clerk II (see Note 2)	\$27.64
1038	General Clerk III (see Note 2)	\$29.16
1039	General Clerk IV (see Note 2)	\$39.43
1040	Data Entry Technician II (see Note 2)	\$30.17
1041	Data Entry Technician III (see Note 2)	\$33.32
1042	Data Analyst I	\$30.17
1043	Data Analyst II	\$33.32
1044	Data Analyst III	\$36.50
1045	Database Analyst	\$39.68
1046	Sr. Database Analyst	\$53.97
1047	Sr. Computer Security Systems Specialist	\$63.49
1048	Computer Security Systems Specialist	\$44.44
1049	Help Desk Specialist I	\$34.92
1050	Help Desk Specialist II	\$38.09
1051	Help Desk Manager	\$41.27
1052	Cost Analyst	\$34.92
1053	DBMS Specialist II	\$55.55
1054	DBMS Specialist III	\$63.49
1055	Applications Programmer II	\$53.97
1056	Applications Programmer III	\$60.32
1057	Sr. Technical Writer	\$44.44
1058	Task Leader	\$41.27
1059	Network Analyst I	\$34.92
1060	Network Analyst II	\$38.09
1061	Network Analyst III	\$44.44
1062	Records/Information Manager	\$87.66
1063	Records Center Supervisor	\$68.89
1064	Sr. Records Analyst	\$60.12
1065	Records Analyst	\$47.02
1066	Sr. Program Manager	\$116.87
1067	Applications Systems Developer	\$87.45
1068	Sr. Applications Systems Developer	\$104.06
1069	Sr. Network Eng/Telecom Specialist	\$95.10
1070	Network Eng/Telecom Specialist	\$83.64

Note 1 Place of Performance will be at the Government Site
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 GSA Mod PA0016, dated July 5, 2007
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AUTHORIZED IT PROFESSIONAL SERVICES SCHEDULE PRICE LIST
 FSC GROUP 70, SPECIAL ITEM 132-51, CONTRACT NO. GS-35F-4713G
 PERIOD: 7/10/2011 - 7/09/2012

CODES	PROFESSIONAL IT SERVICES	Opt. Yr 15
SIC 7371		7/10/2011 -
SKILL #		7/09/2012
		Price/PH
1001	Program Manager	\$114.25
1002	Technical Project Manager	\$103.35
1003	Project Manager	\$83.98
1004	Technical Project Leader	\$92.35
1005	Sr. Microcomputer Specialist	\$85.19
1006	Microcomputer Specialist	\$45.34
1007	Sr. Systems Analyst	\$73.69
1008	Systems Analyst	\$57.38
1009	Sr. Programmer	\$67.73
1010	Programmer	\$52.12
1011	Sr. LAN Specialist	\$71.61
1012	LAN Specialist	\$52.49
1013	Sr. Management Analyst	\$88.28
1014	Sr. Systems Engineer	\$74.55
1015	Systems Engineer	\$46.42
1016	Information Engineering Design Support Specialist	\$71.33
1017	Information Engineering Technical Support Specialist	\$63.69
1018	Sr. Automated Information Systems Specialist Scientific	\$69.86
1019	Automated Information Systems Specialist Scientific	\$63.69
1020	Sr. Lotus Notes Developer	\$114.61
1021	Lotus Notes Developer	\$101.87
1022	Sr. Lotus Notes Administrator	\$85.69
1023	Lotus Notes Administrator	\$79.62
1024	DBMS Manager	\$64.56
1025	Data Communications Specialist	\$57.40
1026	IRM Training Specialist	\$45.84
1027	Lotus Notes Training Specialist	\$76.41
1028	Technical Writer	\$45.93
1029	Quality Assurance Manager	\$58.33
1030	Quality Assurance Specialist	\$53.32

AUTHORIZED IT PROFESSIONAL SERVICES SCHEDULE PRICE LIST

Con'd

1031	Technical Information Specialist II	\$45.00
1032	Technical Information Specialist III	\$58.33
1033	Computer Oper I/Imaging Technician I (see Note 2)	\$30.62
1034	Computer Oper II/Imaging Technician II (see Note 2)	\$36.37
1035	Computer Oper III/Imaging Technician III (see Note 2)	\$42.10
1036	Computer Oper IV/Imaging Technician IV (see Note 2)	\$43.33
1037	General Clerk II (see Note 2)	\$29.02
1038	General Clerk III (see Note 2)	\$30.62
1039	General Clerk IV (see Note 2)	\$41.40
1040	Data Entry Technician II (see Note 2)	\$31.68
1041	Data Entry Technician III (see Note 2)	\$34.99
1042	Data Analyst I	\$31.68
1043	Data Analyst II	\$34.99
1044	Data Analyst III	\$38.33
1045	Database Analyst	\$41.66
1046	Sr. Database Analyst	\$56.67
1047	Sr. Computer Security Systems Specialist	\$66.67
1048	Computer Security Systems Specialist	\$46.67
1049	Help Desk Specialist I	\$36.67
1050	Help Desk Specialist II	\$39.99
1051	Help Desk Manager	\$43.33
1052	Cost Analyst	\$36.67
1053	DBMS Specialist II	\$58.33
1054	DBMS Specialist III	\$66.67
1055	Applications Programmer II	\$56.67
1056	Applications Programmer III	\$63.33
1057	Sr. Technical Writer	\$46.67
1058	Task Leader	\$43.33
1059	Network Analyst I	\$36.67
1060	Network Analyst II	\$39.99
1061	Network Analyst III	\$46.67
1062	Records/Information Manager	\$92.04
1063	Records Center Supervisor	\$72.33
1064	Sr. Records Analyst	\$63.13
1065	Records Analyst	\$49.37
1066	Sr. Program Manager	\$122.71
1067	Applications Systems Developer	\$91.82
1068	Sr. Applications Systems Developer	\$109.26
1069	Sr. Network Eng/Telecom Specialist	\$99.86
1070	Network Eng/Telecom Specialist	\$87.83

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Note 2 Labor Categories that are subject to the Service Contract Act

Cannot be used as a stand alone Category

GSA Mod PA0016, dated July 5, 2007

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GSA Schedule B/C#:

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