

FEDERAL SUPPLY SERVICE  
INFORMATION TECHNOLOGY SCHEDULE  
GENERAL PURPOSE COMMERCIAL  
INFORMATION TECHNOLOGY  
EQUIPMENT, SOFTWARE AND SERVICES

GS-35F-0059K

Special Item No. 132-51

INFORMATION TECHNOLOGY  
PROFESSIONAL SERVICES

SUBMITTED BY:

Sigmatech, Inc.  
4901-C Corporate Drive  
Huntsville, Alabama 35805

(256) 319-9212

<http://www.sigmatech.com>

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

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

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

- FPDS Code D302 IT Systems Development Services
- FPDS Code D306 IT Systems Analysis Services
- FPDS Code D307 Automated Information Systems Design and Integration Services
- FPDS Code D308 Programming Services
- FPDS Code D311 IT Data Conversion Services
- FPDS Code D313 Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
- FPDS Code D317 Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services (All other information services belong under Schedule 76)
- FPDS Code D399 Other Information Technology Services, Not Elsewhere Classified

**Applicable NAICS Codes: 541330 (Large Business)  
541710 (Small Business)**

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

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

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

**Sigmatech, Inc.**  
**4901-C Corporate Drive, Huntsville, Alabama 35805**  
**(256) 319-9212**  
<http://www.sigmatech.com>

Contract Number: GS-35F-0059K

Period Covered by Contract: November 2, 2009 thru  
November 1, 2014

General Services Administration  
Federal Acquisition Service

Pricelist current through Modification #PS-0019, dated 4/18/2010.

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

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## INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS

### **SPECIAL NOTICE TO AGENCIES: Small Business Participation**

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

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

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

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

### **1. GEOGRAPHIC SCOPE OF CONTRACT:**

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

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

Offerors are requested to check one of the following boxes:

- The Geographic Scope of Contract will be domestic and overseas delivery.
- The Geographic Scope of Contract will be overseas delivery only.
- The Geographic Scope of Contract will be domestic delivery only.

For Special Item Number 132-53 Wireless Services ONLY, if awarded, list the limited geographic coverage area:

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### **2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:**

**Sigmatech, Inc.**  
**4901-C Corporate Drive**  
**Huntsville, Alabama 35805**

**Ordering Contact: Deborah M. Gerrity, VP of Contracts, (256) 319-9212, [dgerrity@sigmatech.com](mailto:dgerrity@sigmatech.com)**  
**Payment Contact: Frank Brown, Controller, (256) 319-9272, [fbrown@sigmatech.com](mailto:fbrown@sigmatech.com)**

Contractor must accept the credit card for payments equal to or less than the micro-purchase for oral or written orders under this contract. The Contractor and the ordering agency may agree to use the credit card for dollar amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). In addition, bank account information for wire transfer payments will be shown on the invoice.

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

**For Technical Assistance:**

**Jack Conway, President**  
(256) 319-9222  
[jconway@sigmatech.com](mailto:jconway@sigmatech.com)

**Alternate Technical Assistance:**

**Raj Sandhu, Director of SigmaInteractive**  
(256) 319-9209  
[rsandhu@sigmatech.com](mailto:rsandhu@sigmatech.com)

**For Ordering Assistance:**

**Deborah M. Gerrity, VP of Contracts**  
(256) 319-9212  
[dgerrity@sigmatech.com](mailto:dgerrity@sigmatech.com)

**Alternate for Ordering Assistance:**

**Rokichia Haywood, Procurement Manager**  
(256) 319-9278  
[rhaywood@sigmatech.com](mailto:rhaywood@sigmatech.com)

**3. LIABILITY FOR INJURY OR DAMAGE**

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

**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: **19-346-0839**  
Block 30: Type of Contractor – **Small Business**  
Block 31: Woman-Owned Small Business – **No**  
Block 36: Contractor's Taxpayer Identification Number (TIN): **63-0934574**

- 4a. CAGE Code: **69572**
- 4b. Contractor **has** registered with the 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

**132-51**  
**Government**

DELIVERY TIME (Days ARO)

**Per task order, as mutually agreed between the Contractor and the**

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

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

- a. Prompt Payment: 1/2% - 30 days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity - None
- c. Dollar Volume - None
- d. Government Educational Institutions – the same discounts as all other Government customers.
- e. Other

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:**

Since no overseas performance is offered, export packaging is not applicable.

10. **Small Requirements:** The minimum dollar value of orders to be issued is \$2,500.

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

- a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:  
Special Item Number 132-51 - Information Technology Professional Services

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 Acquisition Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

**14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)**

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- (c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- (d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.

- (g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.
- (k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

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

**16. GSA ADVANTAGE!**

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

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

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

**17. PURCHASE OF OPEN MARKET ITEMS**

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

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

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));

- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

## **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:

### **Not Applicable – Installation, maintenance and repair of equipment are not offered.**

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 or 132-9.

**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:

<http://www.sigmatech.com>

The EIT standard can be found at: [www.Section508.gov/](http://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) AND IDENTITY  
ACCESS MANAGEMENT PROFESSIONAL SERVICES  
(SPECIAL ITEM NUMBER 132-60F)**

**1. SCOPE**

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

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

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

**3. ORDER**

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

**4. PERFORMANCE OF SERVICES**

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

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

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

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

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

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

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

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

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

## **6. INSPECTION OF SERVICES**

The Inspection of Services–Fixed Price (AUG 1996) (Deviation 1 – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (May 2001) (Deviation 1 – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

## **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 – Dec 2007) Rights in Data – General, may apply.

## **8. RESPONSIBILITIES OF THE ORDERING ACTIVITY**

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

## **9. INDEPENDENT CONTRACTOR**

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

## **10. ORGANIZATIONAL CONFLICTS OF INTEREST**

### **a. Definitions.**

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

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

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

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

## **11. INVOICES**

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

## **12. PAYMENTS**

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

(a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—

- (1) The offeror;
- (2) Subcontractors; and/or
- (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

**13. RESUMES**

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

**14. INCIDENTAL SUPPORT COSTS**

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

**15. APPROVAL OF SUBCONTRACTS**

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

**16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING**

The following labor category descriptions describe the types of personnel that shall be provided by the contractor in support of TOs. Individual TOs may require more years or additional specific types of experience needed for a specific project. Such additional specialized or specific experience will be limited to specific TO requirements and will apply to that TO only.

# **EXPERIENCE DEFINITIONS**

## **General Experience**

General Experience refers to the minimum of years required in the general management or technical areas related to the requirements of the task program management, technical fields, information resource management, etc.

## **Specialized Experience**

Specialized Experience refers to the minimum of years required related to the particular appropriate skills for a labor category. This experience is not in addition to, but may be a part of the minimum experience required in General Experience.

## **Substitution of Education For Experience**

A Bachelor's degree may be substituted for two years of general and specialized experience for those labor categories requiring a high school diploma. A Master's degree may be substituted for three years of general and specialized experience for those labor categories requiring a bachelor's degree.

## **Substitution of Experience For Education**

Two to six years of general and specialized experience may be substituted for the next degree depending on the seniority of the position and requirements of the labor category. However, no experience substitution is allowed for a High School Diploma. The allowable substitutions are as follows:

High School Diploma plus 6 years = Bachelor's Degree (Depending on seniority of labor category)

High School Diploma plus 12 years = Master's Degree

Bachelor's Degree plus 6 years = Master's Degree

# LABOR CATEGORY DESCRIPTIONS

**SUBJECT MATTER:**

**1. Commercial Job Title: Subject Matter Expert**

**Minimum/General Experience:** At least five years experience in the specific discipline or functional areas of the project. Advanced education in task relative functional areas is highly desirable. Alternate qualifications include: a) a Ph.D. Degree may be substituted for two years experience, or b) a Bachelor’s Degree and at least ten years functional experience.

**Functional Responsibility:** Applies a high degree of skill or knowledge of subjects that relate to and depend upon the application of scientific principles such as computer science, to design, build, and/or install systems that operate properly, efficiently, and economically. Applies analytical skills to support systems engineering, information resource management, planning and evaluation, process improvement, studies, and analysis projects. Typical duties include analysis, planning, establishment of requirements, functional modeling, development of procedures, development of functional architectures, and other related management and technical duties. Requires expertise in specialty areas including military operations and systems. Has demonstrated experience in a substantial portion of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/ Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Must possess at least a Bachelor’s Degree in such disciplines as Electrical or Electronic Engineering, Computer Science, Information Resource Management/Information Systems, Operations Research, Physics, Statistics, Mathematics, or a field otherwise related to the area of expertise to be supported. A Master’s Degree or PhD are highly desirable.

## MANAGERS:

### 2. Commercial Job Title: Senior Program Manager

**Minimum/General Experience:** A minimum of fifteen years technical or general management experience is required, at least seven of which must have been in program/project management.

**Functional Responsibility:** Provides technical and management support for programs/projects identified by individual/multiple task orders. Prepares project implementation plans, coordinates project activities, monitors milestones, and provides progress reports. Acts as interface between end user, technical staff, and the contracting officer. Has demonstrated experience in a substantial portion of the following areas:

<ul style="list-style-type: none"><li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li><li>• Systems Operations Analysis</li><li>• Operational Concept Analysis &amp; Allocation</li><li>• Architecture Requirements Definition &amp; Design</li><li>• Interface Requirements Definition</li><li>• Automated Planning &amp; Scheduling</li><li>• Feasibility/Trade Studies</li><li>• Risk Assessment</li><li>• Support Acquisition Development &amp; Decision Reviews</li><li>• System Prototyping</li><li>• Software Engineering &amp; Development</li><li>• Hardware/Firmware Development</li><li>• System Integration</li><li>• Configuration Management</li><li>• Quality Assurance</li><li>• Reliability, Maintainability, &amp; Availability Analysis</li><li>• Modeling &amp; Simulation</li><li>• Performance Analysis</li><li>• Environmental Services</li><li>• Automated Systems Security</li><li>• System Test, Integration, &amp; Installation</li><li>• Network Protocols &amp; Standards</li><li>• LAN &amp; WAN</li></ul>	<ul style="list-style-type: none"><li>• CASE Tools Applications</li><li>• Information Resource Management/ Information Technology</li><li>• Computer Based Training/Web Base Training</li><li>• Database Management Systems</li><li>• Supervisory Control &amp; Data Acquisition Systems</li><li>• Electronic Data Interchange Systems</li><li>• Data Collection, Data Reduction, &amp; Data Analysis</li><li>• Distributed Control</li><li>• Distributed Processing</li><li>• Realtime Processing</li><li>• Distributed Databases</li><li>• Help Text</li><li>• Data Security</li><li>• Multimedia &amp; Visualization Technology Services</li><li>• Web Services</li><li>• Studies &amp; Analysis</li><li>• Cost Analysis &amp; Estimating</li><li>• Life Cycle Analysis</li><li>• Independent Verification &amp; Validation</li><li>• Documentation</li><li>• Military Operations</li><li>• Logistics</li></ul>
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**Minimum Education:** Bachelor's Degree in Information Resource Management/ Information Systems, Computer Science, Engineering, Business, Accounting, Economics, or other related scientific, technical, or professional discipline. A Master's Degree is highly desirable.

**3. Commercial Job Title: Senior Technical Director**

**Minimum/General Experience:** A minimum of fifteen years technical experience is required, at least seven of which must have been in engineering, science, or other field relevant to the support area.

**Functional Responsibility:** Performs state-of-the-art analysis. Serves as the principal program lead on complex scientific, technical, or business related programs. Prepares technical briefings and technical papers for meetings and symposiums. Analyzes, develops, and manages difficult and complex scientific, technical, or business related projects. Has demonstrated experience in a substantial portion of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s Degree in Information Resource Management/Information Systems, Computer Science, Engineering, Business, Accounting, Economics, or other related scientific, technical, or professional discipline. A Master’s Degree or PhD are highly desirable.

**4. Commercial Job Title: Program Manager**

**Minimum/General Experience:** A minimum of twelve years technical or general management experience is required, at least five of which must have been in program/project management.

**Functional Responsibility:** Provides technical and management support for programs/projects identified by individual/multiple task orders. Prepares project implementation plans, coordinates project activities, monitors milestones, and provides progress reports. Acts as interface between end user, technical staff, and the Government contracting officer. Has demonstrated experience in several of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s Degree in Information Resource Management/Information Systems, Computer Science, Engineering, Business, Accounting, Economics, or other related scientific, technical, or professional discipline.

**5. Commercial Job Title: Technical Director**

**Minimum/General Experience:** A minimum of ten years technical experience is required, at least four of which must have been in engineering, science, or other field relevant to the supported area.

**Functional Responsibility:** Provides scientific/technical analysis. Serves as the program lead on scientific, technical, or business related programs. Prepares technical briefings and technical papers for meetings. Analyzes, develops, and manages scientific, technical, or business related projects. Has demonstrated experience in a several of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s Degree in Information Resource Management/Information Systems, Computer Science, Engineering, Business, Accounting, Economics, or other related scientific, technical, or professional discipline. A Master’s Degree is highly desirable.

**ENGINEERS:**

**6. Commercial Job Title: Engineer IV**

**Minimum/General Experience:** Fifteen years of demonstrated experience in complex system design and development. Serves as the Technical Lead for related programs/projects.

**Functional Responsibility:** Defines and monitors scientific investigations or inquiries using one or more sciences such as computer science to support the design, construction, and/or installation of systems that operate properly, efficiently, and economically. Provides technical guidance for acquisitions, upgrades, research and development, and new development. Designs and develops complex systems. Applies state-of-the-art technology in the analysis, development, acquisition of information, and network systems. Evaluates alternatives and recommends Commercial Off-The-Shelf (COTS) hardware and system software. Has demonstrated experience in several of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor Degree in Information Resource Management/Information Systems, Computer Science, Engineering, Business, or other related scientific, technical, or professional discipline.

**7. Commercial Job Title: Research Engineer**

**Minimum/General Experience:** Ten years of demonstrated experience in complex system design and development. Serves as the Technical Lead for related programs/projects.

**Functional Responsibility:** Defines and monitors scientific investigations or inquiries using one or more sciences such as computer science to support the design, construction, and/or installation of systems that operate properly, efficiently, and economically. Provides technical guidance for acquisitions, upgrades, research and development, and new development. Designs and develops complex systems. Applies state-of-the-art technology in the analysis, development, acquisition of information, and network systems. Evaluates alternatives and recommends Commercial Off-The-Shelf (COTS) hardware and system software. Has demonstrated experience in one or more of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor Degree in Information Resource Management/Information Systems, Computer Science, Engineering, Business, or other related scientific, technical, or professional discipline.

**8. Commercial Job Title: Engineer III**

**Minimum/General Experience:** Five years of experience in system design and development of complex projects.

**Functional Responsibility:** Determines hardware, software, and network systems to meet client specifications and requirements. Applies knowledge and expertise of hardware, software, and networking principles in the analysis, specification, development, acquisition, and integration of systems. Evaluates and recommends COTS to meet client specifications. Has demonstrated experience in one or more of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s Degree in Information Resource Management/Information Systems, Computer Science, Engineering, Business, or other related scientific, technical, or professional discipline.

**9. Commercial Job Title: Engineer II**

**Minimum/General Experience:** Three years of progressive experience in system design and development of moderately complex projects.

**Functional Responsibility:** Determines hardware, software, and network systems to meet client specifications and requirements. Applies knowledge and expertise of hardware, software, and networking principles in the analysis, specification, development, acquisition, and integration of systems. Evaluates and recommends COTS to meet client specifications. Has demonstrated experience in one or more of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s Degree in Information Resource Management/Information Systems, Computer Science, Engineering, Business, or other related scientific, technical, or professional discipline.

**10. Commercial Job Title: Engineer I**

**Minimum/General Experience:** One year of experience in system design and development of engineering projects. Experience can include projects or part-time work during the process of obtaining a Bachelor’s Degree.

**Functional Responsibility:** Determines hardware, software, and network systems to meet client specifications and requirements. Applies knowledge and expertise of hardware, software, and networking principles in the analysis, specification, development, acquisition, and integration of systems. Evaluates and recommends COTS to meet client specifications. Has some experience in any of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s Degree in Information Resource Management/Information Systems, Computer Science, Engineering, Business, or other related scientific, technical, or professional discipline.

**SCIENTISTS:**

**11. Commercial Job Title: Scientist IV**

**Minimum/General Experience:** Ten years of progressive experience in a relevant scientific or technical discipline.

**Functional Responsibility:** Directs technical or scientific tasks. Evaluates complex technological, scientific, and environmental problems and develops potential solutions. Directs computer simulations. Develops or evaluates statements of problems, designs systems and programs, writes programs/software for solutions to scientific, technical, environmental, or military problems. Corrects program errors, completes documentation/statistics, researches technical and scientific issues, analyzes data. Has demonstrated experience in one or more of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/ Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s Degree in a scientific, technical, or professional discipline.

**12. Commercial Job Title: Investigator**

**Minimum/General Experience:** Seven years of progressive experience in a relevant scientific, engineering, or technical discipline.

**Functional Responsibility:** Systematically performs detailed scientific investigations or inquiries of problems or issues stemming from activities involving the design, construction, and/or installation of systems that operate properly, efficiently, and economically. One or more sciences, such as computer science, are applied in the investigations or inquiries. Has demonstrated experience in one or more of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s Degree in Information Resource Management/Information Systems, Computer Science, Engineering, Business, or other related scientific or technical discipline.

**13. Commercial Job Title: Scientist III**

**Minimum/General Experience:** Six years of progressive experience in a relevant scientific or technical discipline.

**Functional Responsibility:** Performs technical or scientific tasks. Evaluates technological, scientific, and environmental problems and develops potential solutions. Directs computer simulations. Develops or evaluates statements of problems, designs systems and programs, writes programs/software for solutions to scientific, technical, environmental, or military problems. Corrects program errors, completes documentation/statistics, researches technical and scientific issues, analyzes data. Has demonstrated experience in one or more of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s Degree in a scientific, technical, or professional discipline.

**14. Commercial Job Title: Scientist II**

**Minimum/General Experience:** Five years of experience in a relevant scientific or technical discipline.

**Functional Responsibility:** Supports technical or scientific tasks. Evaluates technological and environmental problems and develops potential solutions. Executes computer simulations. Develops or evaluates statements of problems, designs systems and programs, writes programs/software for solutions to scientific, technical, or military problems. Corrects program errors, completes documentation/statistics, researches technical and scientific issues, analyzes data. Has experience in one or more of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s Degree in a scientific, technical, or professional discipline.

**15. Commercial Job Title: Scientist I**

**Minimum/General Experience:** One year of experience in a relevant scientific or technical discipline. Experience can include projects or part-time work during the process of obtaining a Bachelor’s Degree.

**Functional Responsibility:** Applies expert knowledge of one or more sciences such as computer science to support the design, construction, and/or installation of systems that can operate properly, efficiently, and economically. Has some experience in any of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s Degree in a scientific, technical, or professional discipline.

**ANALYSTS:**

**16. Commercial Job Title: Senior Concept/Principal Analyst**

**Minimum/General Experience:** Thirteen years of technical or logistical experience is required. Type of experience necessary includes three years related technical/logistical analysis experience.

**Functional Responsibility:** Provides highly technical expertise and leadership in conducting capabilities studies and requirements analysis. Applies scientific principles such as computer science to the analysis and study of one or more of the individual components of a concept for a system or systems. The concept analyst investigates design trades of individual components of a conceptual system or systems. The concept analyst attempts to ensure the individual components of the conceptual system or systems operate properly, efficiently, and economically. Has experience in several of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s degree in Resource Information Management/ Information Systems, Computer Science, Engineering, Business, or other related professional, logistical, or technical discipline.

**17. Commercial Job Title: Programmer Analyst**

**Minimum/General Experience:** Ten years of increasingly complex and progressive experience in performing systems analysis, development, and implementation of business, mathematical, or scientific settings using a variety of information technology resources. Has experience with current technologies and, where required for the task, emerging technologies. Must have managed or had significant involvement with complex or substantive information technology projects including one year of experience in management and supervision.

**Functional Responsibility:** Formulates and defines system scope and objectives for assigned projects. Prepares detailed specifications for programs. Responsible for program design, coding, testing, debugging, and documentation. Has full technical knowledge and responsibility for all phases of applications systems analysis and programming. Understands the business or function for which application is designed. Duties also include instructing, directing, and checking the work of other systems analysts and programming personnel. Responsible for quality assurance review. Responsible for directing and monitoring the work of team members. Has experience in several of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/ Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor's Degree in with a curriculum or major field of study which provides substantial knowledge useful in managing large, complex Automated Information System (AIS) projects, is closely related to the work to be automated, and/or in a computer science, information system, a physical science, engineering, or a mathematics-intensive discipline.

**18. Commercial Job Title: System Analyst II**

**Minimum/General Experience:** Six years of increasingly complex and progressive experience in performing systems analysis, development, and implementation of business, mathematical, or scientific settings using a variety of information technology resources. Has experience with current technologies and, where required for the task, emerging technologies.

**Functional Responsibility:** Formulates and defines system scope and objectives. Prepares detailed specifications for programs. Work at the highest technical level of all phases of applications, systems analysis, and programming activities. Provides guidance and training to less experienced analysts/ programmers. Has experience in one or more of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/ Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s Degree with a curriculum or major field of study which provides substantial knowledge useful in managing large, complex projects, is closely related to the work to be automated, and/or in a computer science, information system, a physical science, engineering, or a mathematics-intensive discipline or a technical training certificate from an accredited training institution.

**19. Commercial Job Title: Analyst III**

**Minimum/General Experience:** Five years demonstrated experience in the development and implementation of criteria for the collection, compilation, and recording of data that allows verification and replication of outcomes through experimentation.

**Functional Responsibility:** Develops procedures and protocols for conducting analyses. Demonstrates a thorough knowledge of analysis principles, theories, and techniques to solve specific problems and formulate solutions. Evaluates complex data and prepares reports of results. Has experience in one or more of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/ Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s degree in Resource Information Management/ Information Systems, Computer Science, Engineering, Business, or other related professional, technical, or logistical field.

**20. Commercial Job Title: Analyst II**

**Minimum/General Experience:** Three years experience in the development and implementation of criteria for the collection, compilation, and recording of data that allows verification and replication of outcomes through experimentation.

**Functional Responsibility:** Provides technical expertise in conducting capabilities studies, requirements analysis, and technology assessments. Develops procedures for and conducts basic analysis. Understands analysis principles, theories, and techniques. Evaluates complex data and prepares reports. Has experience in one or more of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/ Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s degree in Resource Information Management/ Information Systems, Computer Science, Engineering, Business, or other related technical, professional, or logistical discipline. Four years of applicable professional technical or logistical experience may be substituted for degree requirement.

**21. Commercial Job Title: System Analyst I**

**Minimum/General Experience:** Two years of increasingly complex and progressive experience in performing systems analysis, development, and implementation of business, mathematical, or scientific settings using a variety of information technology resources. Has experience with current technologies and, where required for the task, emerging technologies.

**Functional Responsibility:** Formulates and defines system scope and objectives. Prepares detailed specifications for programs. Work at the highest technical level of all phases of applications, systems analysis, and programming activities. Provides guidance and training to less experienced analysts/ programmers. Has experience in one or more of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/ Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s Degree with a curriculum or major field of study which provides substantial knowledge useful in managing large, complex AIS projects, is closely related to the work to be automated, and/or in a computer science, information system, a physical science, engineering, or a mathematics-intensive discipline or a technical training certificate from an accredited training institution.

**22. Commercial Job Title: Analyst I**

**Minimum/General Experience:** Two years experience assisting senior staff with data analysis and the development and preparation of documents and reports relating to systems.

**Functional Responsibility:** Collects, compiles, and analyzes systems data for research and development. Provides input for the development of documentation and reports. Has experience in one or more of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/ Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor's Degree in Resource Information Management/ Information Systems, Computer Science, Engineering, Business, or other related professional, technical, or logistical field.

**23. Commercial Job Title: Cost Analyst**

**Minimum/General Experience:** One-year of technical, professional, or logistical experience is required. Type of experience necessary includes cost analysis, estimating, tradeoff analysis, data analysis, etc.

**Functional Responsibility:** Provides technical expertise in conducting cost analysis studies, cost estimation, and tradeoff analysis. Develops procedures and protocols for conducting analysis. Demonstrates a knowledge of cost analysis principles, theories, and techniques to solve specific problems and formulates solutions. Evaluates data and prepares reports of results. Applies scientific principles such as computer science and expert knowledge of cost information to estimate, monitor, and report costs associated with the design, construction, and/or installation of systems. Has some experience in one or more of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/ Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s degree in Resource Information Management/ Information Systems, Computer Science, Engineering, Math, Business, or other related technical, professional, or logistical field.

**PROGRAMMERS:**

**24. Commercial Job Title: Programmer III**

**Minimum/General Experience:** A minimum of eight years technical experience is required. Type of experience necessary includes at least three years in writing programs, at least two years supervisory experience, and two years of designing computer software.

**Functional Responsibility:** Modifies COTS to meet the specific requirements in user task orders. Minimum tasks include developing standard and ad hoc reports using COTS and data provided by the Government; producing and maintaining decision support systems; and using COTS software to develop input forms for data collection, data manipulation, and output. Supervises other programming staff. Has experience in one or more of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s Degree in Information Resource Management/Information Systems, Computer Science, Engineering, Business, or other related scientific or technical discipline.

**25. Commercial Job Title: Programmer II**

**Minimum/General Experience:** A minimum of five years technical experience is required. Type of experience necessary includes at least two years in writing programs and one year of designing computer software.

**Functional Responsibility:** Modifies COTS to meet the specific requirements in user task orders. Minimum tasks include developing standard and ad hoc reports using COTS and data provided by the Government; producing and maintaining decision support systems; and using COTS software to develop input forms for data collection, data manipulation, and output. Has experience in one or more of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s Degree in Information Resource Management/Information Systems, Computer Science, Engineering, Business, or other related scientific or technical discipline.

**26. Commercial Job Title: Programmer I**

**Minimum/General Experience:** Two years of applicable technical experience is required. Type of experience necessary includes at least one year in writing programs and 4GL programming.

**Functional Responsibility:** Provides capability to modify COTS to meet the specific requirements. Minimum tasks include developing standard and ad hoc reports using COTS and data provided by the Government; producing and maintaining decision support systems; and using COTS software to develop input forms for data collection, data manipulation, and output. Has experience in one or more of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline.

**TECHNICIANS:**

**27. Commercial Job Title: Technical Staff III**

**Minimum/General Experience:** Six years of technical experience is required. Type of experience necessary includes four years of related technical experience, and two years of supervisory experience.

**Functional Responsibility:** Provides highly technical expertise in specific functional and/or technical areas directly related to the task performance. Technical areas include but are not limited to network/ system design, architecture development, evaluation of system design architectures, graphics and multimedia, database technology, electronic publishing, internet/web technology, programming languages, client-server development tools, training design, development and delivery, and other highly technical disciplines. Has experience in several of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/ Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Bachelor’s degree in Resource Information Management/ Information Systems, Computer Science, Engineering, Business, or other related scientific, technical, or professional discipline.

**28. Commercial Job Title: Technician II**

**Minimum/General Experience:** Three years technical experience is required. One year technical experience directly related to task.

**Functional Responsibility:** Provides technical expertise in specific functional and/or technical areas directly related to the task requirements. Technical areas include but are not limited to network/ system design, architecture development, evaluation of system design architectures, graphics and multimedia, database technology, electronic publishing, internet/web technology, programming languages, client-server development tools, training design, development and delivery, and other technical disciplines. Has experience in one or more of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/ Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** Associate’s Degree in Resource Information Management/ Information Systems, Computer Science, Engineering, Business, or other related technical discipline.

**29. Commercial Job Title: Technical Staff II**

**Minimum/General Experience:** Fifteen years of technical experience is required. Type of experience necessary includes four years of related technical experience, and two years of supervisory experience.

**Functional Responsibility:** Provides highly technical expertise in specific functional and/or technical areas directly related to the task performance. Technical areas include but are not limited to network/ system design, architecture development, evaluation of system design architectures, graphics and multimedia, database technology, electronic publishing, internet/web technology, programming languages, client-server development tools, training design, development and delivery, and other highly technical disciplines. Has experience in one or more of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/ Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** High School diploma or equivalent.

**30. Commercial Job Title: Technician I**

**Minimum/General Experience:** One year of experience in the areas directly related to task.

**Functional Responsibility:** Supports more senior technicians, engineers, analysts, scientists, and subject matter experts in performance of their task efforts.

**Minimum Education:** Associate’s Degree in a related technical discipline. Two years of applicable professional training experience may be substituted for the educational requirement.

**31. Commercial Job Title: Technical Staff I**

**Minimum/General Experience:** Ten years of technical experience is required. Type of experience necessary includes four years of related technical experience, and two years of supervisory experience.

**Functional Responsibility:** Provides highly technical expertise in specific functional and/or technical areas directly related to the task performance. Technical areas include but are not limited to network/ system design, architecture development, evaluation of system design architectures, graphics and multimedia, database technology, electronic publishing, internet/web technology, programming languages, client-server development tools, training design, development and delivery, and other highly technical disciplines. Has experience in one or more of the following areas:

<ul style="list-style-type: none"> <li>• Requirements/Functional Analysis &amp; Allocation/Specification Development</li> <li>• Systems Operations Analysis</li> <li>• Operational Concept Analysis &amp; Allocation</li> <li>• Architecture Requirements Definition &amp; Design</li> <li>• Interface Requirements Definition</li> <li>• Automated Planning &amp; Scheduling</li> <li>• Feasibility/Trade Studies</li> <li>• Risk Assessment</li> <li>• Support Acquisition Development &amp; Decision Reviews</li> <li>• System Prototyping</li> <li>• Software Engineering &amp; Development</li> <li>• Hardware/Firmware Development</li> <li>• System Integration</li> <li>• Configuration Management</li> <li>• Quality Assurance</li> <li>• Reliability, Maintainability, &amp; Availability Analysis</li> <li>• Modeling &amp; Simulation</li> <li>• Performance Analysis</li> <li>• Environmental Services</li> <li>• Automated Systems Security</li> <li>• System Test, Integration, &amp; Installation</li> <li>• Network Protocols &amp; Standards</li> <li>• LAN &amp; WAN</li> </ul>	<ul style="list-style-type: none"> <li>• CASE Tools Applications</li> <li>• Information Resource Management/ Information Technology</li> <li>• Computer Based Training/Web Base Training</li> <li>• Database Management Systems</li> <li>• Supervisory Control &amp; Data Acquisition Systems</li> <li>• Electronic Data Interchange Systems</li> <li>• Data Collection, Data Reduction, &amp; Data Analysis</li> <li>• Distributed Control</li> <li>• Distributed Processing</li> <li>• Realtime Processing</li> <li>• Distributed Databases</li> <li>• Help Text</li> <li>• Data Security</li> <li>• Multimedia &amp; Visualization Technology Services</li> <li>• Web Services</li> <li>• Studies &amp; Analysis</li> <li>• Cost Analysis &amp; Estimating</li> <li>• Life Cycle Analysis</li> <li>• Independent Verification &amp; Validation</li> <li>• Documentation</li> <li>• Military Operations</li> <li>• Logistics</li> </ul>
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**Minimum Education:** High School diploma or equivalent.

## **SUPPORT SERVICES:**

### **32. Commercial Job Title: Admin Staff Analyst II**

**Minimum/General Experience:** Four years experience in technical, programmatic, and logistical support of specific contracts/tasks.

**Functional Responsibility:** Provides support to tasks in the areas of programmatic, scheduling, program control, contract administration, financial management, configuration management, and database management as required by program managers/task managers.

**Minimum Education:** Bachelor's degree in a technical, business, accounting, or other professional discipline.

### **33. Commercial Job Title: Admin Staff Analyst I**

**Minimum/General Experience:** Two years experience in technical, programmatic, and logistical support of specific contracts/tasks.

**Functional Responsibility:** Provides support to tasks in the areas of programmatic, scheduling, program control, contract administration, financial management, configuration management, and database management as required by program managers/task managers.

**Minimum Education:** Bachelor's degree in a technical, business, accounting, or other professional discipline.

### **34. Commercial Job Title: Technical Illustrator II**

**Minimum/General Experience:** Four years of progressive experience in technical illustrations/graphics for technical documents/publications/illustrations, and multimedia products.

**Functional Responsibility:** Provides state-of-the-art technical illustrations, graphics, and multimedia products to support a variety of analysis and research and development efforts. Works independently and installs, operates, maintains, configures, troubleshoots, and repairs IBM systems, devices, components, software, and connectivity. Assists in the development and management of project plans including review of work products for corrections, adherence to design concepts, and user requirements. Utilizes CAD/ Auto CAD systems to streamline drafting tasks.

**Minimum Education:** Bachelor's degree in graphic art, engineering, or technical design field.

### **35. Commercial Job Title: Technical Writer II**

**Minimum/General Experience:** A minimum of five years technical writing experience is required. Type of experience necessary: two years in writing of technical, engineering, or other professional material requiring and understanding of the basic concepts practiced and one year of technical writing experience should include work related to Government documentation activities.

**Functional Responsibility:** Researches, designs, writes, edits, and proofreads technical documents prior to publication. Coordinates scheduling and production of all supporting technical material and manuals. Knowledge of word processing, page layout and design, graphics, and ability to integrate into desktop publishing system.

**Minimum Education:** Bachelor's degree in literary or technical field.

**36. Commercial Job Title: Database Administrator**

**Minimum/General Experience:** A minimum of four years of database implementation using a relational database system is required. Type of experience necessary includes experience performing relational database performance tuning, experience with development and use of stored procedures and triggers to include an extensive understanding of the impact of use and maintenance requirements, a minimum of two years experience in a supervisory role, and experience dealing in customer service environment.

**Functional Responsibility:** Manages the implementation and maintenance of the physical database. Designs and develops the physical implementation and maintenance procedures.

**Minimum Education:** Bachelor's degree in Information Resource Management/Information Systems, Computer Science, Engineering, or other related scientific, technical, or professional discipline.

**37. Commercial Job Title: Technical Writer I**

**Minimum/General Experience:** Two years experience in the preparation, review, and editing of formal technical documentation and reports.

**Functional Responsibility:** Researches, designs, writes, edits, and proofreads technical documents prior to publication. Coordinates scheduling and production of all supporting technical material and manuals. Knowledge of word processing, page layout and design, graphics, and ability to integrate into desktop publishing system.

**Minimum Education:** Bachelor's Degree in literary or technical field.

**38. Commercial Job Title: Administrative Assistant**

**Minimum/General Experience:** At least three years experience with Microsoft Office, Filemaker Pro, reference systems, and demonstrated language skills and transcription skills. Thorough knowledge of company practices and procedures.

**Functional Responsibility:** Performs a variety of complex and routine administrative and secretarial duties.

**Minimum Education:** High School Diploma or equivalent.

**39. Commercial Job Title: Technical Illustrator I**

**Minimum/General Experience:** Two years experience in technical illustrations/graphics for technical documents/publications/illustrations and multimedia products.

**Functional Responsibility:** Supports the technical staff with the design, production, quality control, and reproduction of technical illustrations/graphics products to meet task requirements.

**Minimum Education:** High School Diploma or equivalent.

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

**PREAMBLE**

Sigmattech, Inc. provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

**COMMITMENT**

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact **Deborah M. Gerrity, VP of Contracts, (256) 319-9212, [dgerrity@sigmatech.com](mailto:dgerrity@sigmatech.com), (256) 922-0018.**

**BLANKET PURCHASE AGREEMENT**

**Sigmattech, Inc. GSA FSS GS-35F-0059K is an alternate schedule on the following BPA's:**

**W31P4Q-05-A-0026      US Army Aviation and Missile Command**

**W31P4Q-09-A-0020      US Army Aviation and Missile Command**

In the spirit of the Federal Acquisition Streamlining Act \_\_\_\_\_ and \_\_\_\_\_ enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) GS-35F-0059K.

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

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

Signatures

AGENCY DATE

CONTRACTOR DATE

(CUSTOMER NAME)

**BLANKET PURCHASE AGREEMENT**

Pursuant to GSA Federal Supply Schedule Contract Number GS-35F-0059K, Blanket Purchase Agreement, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering Agency):

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

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

- (2) Delivery:

**DESTINATION DELIVERY SCHEDULE/DATES**

- (3) The Government estimates, but does not guarantee, that the volume of purchases through this agreement will be \_\_\_\_\_.
- (4) This BPA does not obligate any funds.
- (5) This BPA expires on \_\_\_\_\_ or at the end of the contract period, whichever is earlier.
- (6) The following office(s) is hereby authorized to place orders under this BPA:

**OFFICE POINT OF CONTACT**

- (7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX or paper.
- (8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:
- a. Name of Contractor;
  - b. Contract Number;
  - c. BPA Number;
  - d. Model Number or National Stock Number (NSN);
  - e. Purchase Order Number
  - f. Date of Purchase
  - g. Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
  - h. Date of Shipment
- (9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.
- (10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

## **BASIC GUIDELINES FOR USING CONTRACTOR TEAM ARRANGEMENTS**

Federal Supply Schedule Contractors may use Contractor Team Arrangements (see FAR 9.6) to provide solutions when responding to a customer agency requirements.

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

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

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

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

Here is a general outline on how it works:

- The customer identifies their requirements.

- Federal Supply Schedule Contractors may individually meet the customer's needs, or –

- Federal Supply Schedule Contractors may individually submit a Schedules Team Solution to meet the customer's requirement.

- Customers make a best value selection.

**Currently, there are no Contractor Team Arrangements against Sigmatech's GSA FSS IT contract.**

List of Service and Distribution Points, as applicable: **Not Applicable.**

List of Participating Dealers, as applicable: **Not Applicable.**

Professional Skill Category No	Labor Categories	2 Nov 2009 Through 1 Nov 2010	2 Nov 2010 Through 1 Nov 2011	2 Nov 2011 Through 1 Nov 2012	2 Nov 2012 Through 1 Nov 2013	2 Nov 2013 Through 1 Nov 2014
1	Subject Matter Expert	\$ 185.03	\$ 192.43	\$ 200.12	\$ 208.13	\$ 216.45
2	Senior Program Manager	\$ 156.22	\$ 162.47	\$ 168.96	\$ 175.72	\$ 182.75
3	Senior Technical Director	\$ 134.71	\$ 140.10	\$ 145.70	\$ 151.53	\$ 157.59
4	Program Manager	\$ 124.94	\$ 129.93	\$ 135.13	\$ 140.54	\$ 146.16
5	Technical Director	\$ 116.86	\$ 121.54	\$ 126.40	\$ 131.46	\$ 136.72
6	Engineer IV	\$ 132.48	\$ 137.78	\$ 143.30	\$ 149.03	\$ 154.99
7	Research Engineer	\$ 119.35	\$ 124.12	\$ 129.09	\$ 134.25	\$ 139.62
8	Engineer III	\$ 81.64	\$ 84.90	\$ 88.30	\$ 91.83	\$ 95.51
9	Engineer II	\$ 73.52	\$ 76.46	\$ 79.52	\$ 82.70	\$ 86.00
10	Engineer I	\$ 60.50	\$ 62.92	\$ 65.43	\$ 68.05	\$ 70.77
11	Scientist IV	\$ 118.84	\$ 123.59	\$ 128.54	\$ 133.68	\$ 139.03
12	Investigator	\$ 110.64	\$ 115.06	\$ 119.66	\$ 124.45	\$ 129.43
13	Scientist III	\$ 107.26	\$ 111.56	\$ 116.02	\$ 120.66	\$ 125.48
14	Scientist I	\$ 80.09	\$ 83.29	\$ 86.62	\$ 90.09	\$ 93.69
15	Concept/Principal Analyst	\$ 134.50	\$ 139.88	\$ 145.48	\$ 151.30	\$ 157.35
16	Programmer Analyst	\$ 94.42	\$ 98.20	\$ 102.13	\$ 106.21	\$ 110.46
17	Systems Analyst II	\$ 87.63	\$ 91.14	\$ 94.78	\$ 98.57	\$ 102.52
18	Analyst III	\$ 83.00	\$ 86.32	\$ 89.78	\$ 93.37	\$ 97.10
19	Analyst II	\$ 76.98	\$ 80.06	\$ 83.26	\$ 86.59	\$ 90.06
20	Systems Analyst I	\$ 71.46	\$ 74.32	\$ 77.29	\$ 80.38	\$ 83.60
21	Analyst I	\$ 63.51	\$ 66.05	\$ 68.70	\$ 71.44	\$ 74.30
22	Cost Analyst	\$ 67.28	\$ 69.97	\$ 72.77	\$ 75.68	\$ 78.70
23	Programmer III	\$ 86.85	\$ 90.32	\$ 93.94	\$ 97.69	\$ 101.60
24	Programmer II	\$ 81.45	\$ 84.71	\$ 88.10	\$ 91.62	\$ 95.29
25	Programmer I	\$ 72.34	\$ 75.24	\$ 78.24	\$ 81.38	\$ 84.63
26	Technical Staff III	\$ 91.01	\$ 94.65	\$ 98.44	\$ 102.37	\$ 106.47
27	Technician II	\$ 55.38	\$ 57.58	\$ 59.89	\$ 62.28	\$ 64.77
28	Technical Staff II	\$ 54.30	\$ 56.47	\$ 58.73	\$ 61.08	\$ 63.52
29	Technician I	\$ 47.43	\$ 49.33	\$ 51.30	\$ 53.36	\$ 55.49
30	Technical Staff I	\$ 48.11	\$ 50.03	\$ 52.04	\$ 54.12	\$ 56.28
31	Admin. Staff/Analyst II	\$ 70.68	\$ 73.50	\$ 76.44	\$ 79.50	\$ 82.68
32	Admin. Staff/Analyst I	\$ 70.19	\$ 73.00	\$ 75.92	\$ 78.95	\$ 82.11
33	Technical Illustrator II	\$ 63.72	\$ 66.27	\$ 68.92	\$ 71.68	\$ 74.54
34	Database Administrator	\$ 57.74	\$ 60.05	\$ 62.45	\$ 64.95	\$ 67.55
35	Technical Writer I	\$ 46.33	\$ 48.18	\$ 50.11	\$ 52.12	\$ 54.20
36	Administrative Assistant	\$ 43.99	\$ 45.75	\$ 47.58	\$ 49.48	\$ 51.46
37	Technical Illustrator I	\$ 40.64	\$ 42.27	\$ 43.96	\$ 45.72	\$ 47.55

**Note:** SIN 132-51 Rates include an Industrial Funding Fee (IFF) of .75% and annual escalation of 4% beginning with Option 2.

