GENERAL SERVICES ADMINISTRATION FEDERAL
SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE CATALOG/PRICE LIST

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

SCHEDULE TITLE: MAS Multiple Award Schedule FSC

Code: D399

CONTRACT NUMBER: 47QTCA20D0038

CONTRACT PERIOD: December 11, 2019-December 10, 2024
For more information on ordering from Federal Supply Schedules click on the FSS schedules button at fss.gsa.gov.

CONTRACTOR: **Management and Engineering Technologies International, Inc.**
                           8600 Boeing Drive
                           El Paso, Texas 79925
                           Phone number: 915-772-4975
                           Fax number: 915-772-2253
                           E-Mail: MRosalez@meticorp.com

CONTRACTOR'S ADMINISTRATION SOURCE: Michelle Rosalez
                                               VP of Human Resources
                                               8600 Boeing Drive
                                               El Paso, Texas 79925
                                               Phone number: 915-772-4975
                                               Fax number: 915-772-2253
                                               E-Mail: MRosalez@meticorp.com

BUSINESS SIZE: Small Disadvantaged Business Effective as of:

Modification # PS-0009, Date: June 14, 2022

CUSTOMER INFORMATION:

1a. TABLE OF AWARDED SPECIAL ITEM NUMBER(S) WITH APPROPRIATE CROSS-REFERENCE TO ITEM DESCRIPTIONS AND AWARDED PRICE(S).

SIN   DESCRIPTION

54154S: Information Technology Professional Services OLM:
        Order Level Materials
541611: Management and Financial Consulting, Acquisition and Grants Management Support, and Business
Program and Project Management Services

1b.Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

Data Technician IV $82.29

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

Please refer to page 17

2.   MAXIMUM ORDER*:

SIN	Maximum Order
54151S	$500,000
541611	$1,000,000

3.   MINIMUM ORDER: $100.00

4.   GEOGRAPHIC COVERAGE: Worldwide

5.   POINT(S) OF PRODUCTION: 8600 Boeing Drive
                                            El Paso, Texas 79925

6.   DISCOUNT FROM LIST PRICES: GSA Net Prices are shown on the attached GSA Pricelist.
        Negotiated discount has been applied and the IFF has been added.

7.   QUANTITY DISCOUNT(S): 20% for Orders over $200,000, and an additional 5% for Orders over $500,000.

8.   PROMPT PAYMENT TERMS: Net 30 days from receipt of invoice or date of acceptance whichever is later.
        Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in
        exchange for other concessions.

9. FOREIGN ITEMS: N/A

10a. TIME OF DELIVERY: Net 30 days

10b. EXPEDITED DELIVERY: Please contact contractor.

10c. OVERNIGHT AND 2-DAY DELIVERY: Please contact the Contractor for rates.

10d. URGENT REQUIRMENTS: Agencies can contact the Contractor's representative to affect a faster delivery.

11. FOB POINT: Destination

12a. ORDERING ADDRESS: Same as contractor address.

12b. ORDERING PROCEDURES: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. PAYMENT ADDRESS: Same as contractor address.

14. WARRANTY PROVISION: N/A

15. EXPORT PACKING CHARGES: Not applicable

16. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE): N/A

17. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE): N/A

18a. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE): N/A

18b. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE): N/A

19. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE): N/A

20. LIST OF PARTICIPATING DEALERS (IF APPLICABLE): N/A

21. PREVENTIVE MAINTENANCE (IF APPLICABLE): N/A

22a. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants): N/A

22b. Section 508 Compliance for Electronic and Information Technology (EIT): N/A

23. Unique Entity Identifier ((UEI) Number: HMYJQTNC54D5

24. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE: Contractor has an Active Registration in the SAM database.

Labor Category Descriptions

54151S:

Commercial Job Title: Automatic Data Processing Security Specialist
Minimum/General Experience: A minimum of six years professional experience.
Functional Responsibility: Will develop, implement, interpret, and maintain detailed policies, guidance, procedures, standards, and criteria appropriate to management of an overall automation security program. Additionally, will research and analyze trends and developments in automated system security technology and determine its applicability to local automated system security problems, requirements, operations, and development efforts.
Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Senior Automatic Data Processing Security Specialist
Minimum/General Experience: A minimum of ten years professional experience.
Functional Responsibility: Will develop, implement, interpret, and maintain detailed policies, guidance, procedures, standards, and criteria appropriate to management of an overall automation security program. Will research and analyze trends and developments in automated system security technology and determine its applicability to local automated system security problems, requirements, operations, and development efforts. Additionally, will be capable of independently assimilating and gathering pertinent data, and able to organize and present data orally and in writing in a thoroughly comprehensible and logical manner.
Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Computer Security Specialist IV
Minimum/General Experience: A minimum of six years professional experience.
Functional Responsibility: The Computer Security Specialist will perform studies, tests, and evaluations of security devices and systems to determine the feasibility of designs with respect to operational and security issues, and interoperability with existing communications and computer systems. Will recommend interfaces between Communications Security (COMSEC) devices and communications systems. Will evaluate embeddable COMSEC and network security systems, devise methods for inserting such systems into existing systems, and evaluate the ramifications of insertion. Will perform assessments in order to determine the level of computer and network security necessary to implement proposed information systems. Will devise strategies and approaches for meeting computer and software security requirements. Will review, update, and assess system security policies, including policy statements, associated risks to systems, protection philosophy, and the intended levels of security protection and operating modes. Will ensure that all applicable Government security regulations are identified and met.
Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Configuration Management Analyst
Minimum/General Experience: Requires two to four years of hands-on experience in configuration management.
Functional Responsibility: Oversight of design and/or implementation of large physical systems and in-depth knowledge of structured wiring systems.
Minimum Education: Bachelors degree in electrical engineering or related field.

Commercial Job Title: Configuration Management Specialist III
Minimum/General Experience: A minimum of three years professional experience.
Functional Responsibility: The Configuration Management Specialist establishes and enforces procedures to ensure that software products are reviewed, approved, and baselined at the appropriate points in their life cycles. Ensures that the proper documentation is available to deploy and maintain each version of a software product. Responsible for overall data integrity. Prepares and delivers presentations and briefings as required. Tracks and analyzes change proposals for configuration impacts.
Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Configuration Management Specialist IV
Minimum/General Experience: A minimum of six years professional experience.

Functional Responsibility: : The Configuration Management Specialist Establishes and enforces procedures to ensure that software products are reviewed, approved, and baselined at the appropriate points in their life cycles. Ensures that the proper documentation is available to deploy and maintain each version of a software product. Responsible for overall data integrity. Prepares and delivers presentations and briefings as required. Tracks and analyzes change proposals for configuration impacts. May serve as Team Leader over a group of Configuration Management Specialists.

Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Consultant

Minimum/General Experience: Must have 6 years of experience in IT related fields, and leverage knowledge in Java, JRR, .NET, C#, etc.

Functional Responsibility: Responsible for, or assisting with, applying business improvement and reengineering principles to organizational development and process modernization projects. Responsible for assisting in transitioning existing project teams, and facilitating project teams in the accomplishment of project activities and objectives. Understand the fundamental drivers of business performance. Interpret data to discern problems, identify opportunities, understand issues, and predict trends. Translate data into powerful displays that facilitate others' understanding. Broad knowledge of Information Technology and/or highly specialized application and operational environment and able to implement tasks. Works within general instructions on broadly defined projects. Under limited supervision, solves complex problems and makes limited decisions and recommendations. Able to lead small tasks and provide direction, to articulate and brief matters to the customer, and to interpret data and apply principles and concepts to effectively solve technical or business problems in Information Technology and engineering applications to arrive at automated solutions. Utilize programming principles, tools, and techniques to write application codes. Apply analytical, technical and programmatic skills to resolve application related issues. Review codes to identify any basic errors. Prepare test cases and strategies for unit testing and integration testing.

Minimum Education: Bachelor's Degree in IT related field.

Commercial Job Title: Senior Consultant

Minimum/General Experience: Must have 4 years of IT related experience and leverage knowledge in Java, JRR, .NET, C#, etc.

Functional Responsibility: Responsible for applying business improvement and reengineering principles to organizational development and process modernization projects. Responsible for assisting in effectively transitioning existing project teams and facilitating project teams in the accomplishment of project activities and objectives. In-depth knowledge of Information Technology and/or highly specialized applications and operational environments and able to lead large tasks often serving in leadership role. Responsible for meeting user requirements and may be primary customer interface. Capable of directing activities, evaluating requirements, and develop solutions to highly complex problems. Makes decisions with visible technical or financial impacts on the business or process. Applies principles, methods and knowledge of the functional area of capability to specific task order requirements, and methods to exceptionally difficult and narrowly defined technical problems in Information Technology and engineering applications to arrive at automated Solutions. Provide technical and functional support to testing teams. Technical skill in Java, J2EE, Spring Frame work, Struts Frame work, Big Data, Scala, Liferay Portal, Websphere Portal, .NET, C#, VB.NET, Telerik, WPF, WCF, XML, Webservices, SQL, Oracle, Sql Server, MySQL, ETL, BI Reporting, Informatica, PL-SQL, Linux, PHP, Python, Perl, Unix, Shall Scripts, Database Administration.

Minimum Education: Master's Degree in IT related field.

Commercial Job Title: Senior Executive Consultant

Minimum/General Experience: Must have 12 years of IT related experience and leverage knowledge in Java, JRR, .NET, C#, etc.

Functional Responsibility: Responsible for applying business improvement and reengineering principles to organizational development and process modernization projects. Responsible for assisting in effectively transitioning existing project teams and facilitating project teams in the accomplishment of project activities and

objectives. Provides Information technology knowledge and analysis of highly specialized applications and operational environments, high-level functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems that need extensive knowledge for effective implementation. Able to guide teams, analyze complex problems, propose unique solutions, problem solve and make decisions which impact technical or financial results of cross functional business areas, communicate results, and negotiates actions Provide technical and functional support to testing teams. Technical skill in Java, J2EE, Spring Frame work, Struts Frame work, Big Data, Scala, Liferay Portal, Websphere Portal, .NET, C#, VB.NET, Telerik, WPF, WCF, XML, Webservices, SQL, Oracle, Sql Server, MySQL, ETL, BI Reporting, Informatica, PL- SQL, Linux, PHP, Python, Perl, Unix, Shall Scripts, Database Administration.

Minimum Education: Master's degree in IT related field.

Commercial Job Title: Data Technician IV
Minimum/General Experience: A minimum of six years professional experience.
Functional Responsibility: The Data Technician performs various functions supporting the operation of an ADP installation including scheduling operations, data review and preparation, tape library control, distribution of ADP system reports, etc. Duties will include recommending various methods of portraying ideas and the design, layout, and generation of a variety of graphical presentation products from rough drafts or outlines. Will possess skill in the preparation of graphs, charts and text data for visual presentations. Duties will be performed using complex automated color graphic equipment and PC software packages. Will possess an advanced knowledge of graphic equipment, graphic software, file formats and graphic terms. May serve as Team Leader over specific taskings.
Minimum Education: Requires an associate's degree from an accredited university or college.

Commercial Job Title: Database Specialist III
Minimum/General Experience: A minimum of three years professional experience.
Functional Responsibility: The Data Base Specialist determines the proper type of file organization, indexing methods, and security procedures. Advises project teams on the design of complex data bases (e.g., schema and subschema details). Designs and develops data base systems. Defines specialized aspects of user's data base administrator documentation. Performs detailed comparisons of various data base systems. Provides expertise in data storage systems. Develops backup and archival policies and procedures. Configures storage systems software to meet requirements, performs administration tasks (installing, maintaining, monitoring, recovering, rebuilding, upgrading, patching and performance tuning). Implements software solutions for performance enhancement, operator interface and increased user capability.
Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Database Specialist IV
Minimum/General Experience: A minimum of six years professional experience.
Functional Responsibility: The Data Base Specialist determines the proper type of file organization, indexing methods, and security procedures. Advises contractor project teams on the design of complex data bases (e.g., schema and subschema details). Designs and develops data base systems. Defines specialized aspects of user's data base administrator documentation. Performs detailed comparisons of various data base systems. Performs duties in a complex, distributed, heterogeneous computing environment which may involve different types of hardware platforms, operating systems applications and network environments. Provides expertise in data storage systems. Develops backup and archival policies and procedures. Configures storage systems software to meet requirements, performs administration tasks (installing, maintaining, monitoring, recovering, rebuilding, upgrading, patching and performance tuning). Implements software solutions for performance enhancement, operator interface and increased user capability. May serve as Team Leader over a group of Data Base Specialists.
Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Documentation Specialist IV
Minimum/General Experience: A minimum of seven years professional experience.
Functional Responsibility: The Documentation Specialist will provide design, documentation, and implementation assistance on problems which require in-depth state-of-the-art knowledge of a specialized documentation discipline

for effective implementation. Such specialized knowledge will include the capability of writing, rewriting and editing reports, articles, software documentation for ADP systems following DoD regulations, and new releases of technical material. Will have knowledge of applying audio visual communications techniques to scientific subject matter. May participate in all phases of task performance with emphasis on the planning, analysis, testing, documentation, and acceptance phases. Will be capable of developing user help and tutorial material on system functions. May develop material content of Web pages, with ability to apply fundamental HTML skills in assisting in Web page implementation. Capable of serving as a primary focal point in coordinating with the customer for definition of documentation requirements. Will schedule, develop, and produce final contract deliverable materials. May serve as documentation leader over junior writers. Prepares and delivers presentations and briefings as required.
Minimum Education: Requires an associate's degree from an accredited university or college.

Commercial Job Title: Electronics Engineer
Minimum/General Experience: Three to five years experience in electronic engineering. Must have knowledge and experience in state-of-the art software design and development and their interface with computer hardware systems. **Functional Responsibility:** Provide engineering/programming service in accordance with requirements being assigned at the specific period of time.
Minimum Education: Requires a bachelor's degree electronic engineering.

Commercial Job Title: Graphics Specialist III
Minimum/General Experience: A minimum of three years of professional experience.
Functional Responsibility: The Graphics Specialist provides unique graphical systems analysis, design, documentation, and implementation assistance on problems which require in-depth state-of-the-art knowledge of a specialized graphical discipline for effective implementation. Will create graphs, charts, and drawings as required by the tasking. The Graphics Specialist will evaluate current state-of-the-art computer graphical hardware and software and its ability to support specific requirements, interface with other equipment and systems, determine potential and actual bottlenecks, propose recommendations for their elimination, and make recommendations for systems improvements that will result in optimal graphical hardware and software usage.
Minimum Education: Requires an associate's degree from an accredited university or college.

Commercial Job Title: Graphics Specialist IV
Minimum/General Experience: A minimum of six years of professional experience.
Functional Responsibility: The Graphics Specialist provides unique graphical systems analysis, design, documentation, and implementation assistance on problems which require in-depth state-of-the-art knowledge of a specialized graphical discipline for effective implementation. Will create graphs, charts, and drawings as required by the tasking. The Graphics Specialist will evaluate current state-of-the-art computer graphical hardware and software and its ability to support specific requirements, interface with other equipment and systems, determine potential and actual bottlenecks, propose recommendations for their elimination, and make recommendations for systems improvements that will result in optimal graphical hardware and software usage. Also, they must be able to determine costs for converting computer systems from one graphical system or machine to another. May serve as Team Leader for graphics development.
Minimum Education: Requires an associate's degree from an accredited university or college.

Commercial Job Title: Helpdesk Coordinator
Minimum/General Experience: A minimum of five years of related experience in a networked environment.
Functional Responsibility: Duties include, but are not limited to; assisting in solving problems by applying a range of techniques; establishing and maintaining comprehensive records of work; and producing a variety of reports.
Minimum Education: Requires a bachelor's degree in an associated discipline related to network administration and telecommunications.

Commercial Job Title: Help Desk Technician II
Minimum/General Experience: A minimum of ten years of professional experience.

Functional Responsibility: The Help Desk Technician has experience in one or more of the following areas: applications support, hardware/software analysis, diagnostic troubleshooting of computer systems peripherals and associated devices or communication media as specified in the delivery order. The help desk technician staffs the Help Desk. Answers user's calls and records all necessary information. Offers assistance over the phone and follows the problem through to resolution. Assigns problems to the appropriate area for resolution. Logs and reports data on the number and types of calls received.
Minimum Education: Requires an associate's degree from an accredited university or college.

Commercial Job Title: Help Desk Technician III
Minimum/General Experience: A minimum of three years of professional experience.
Functional Responsibility: The Help Desk Technician has experience in one or more of the following areas: applications support, hardware/software analysis, network administration, computer systems administration, diagnostic troubleshooting of computer systems peripherals and associated devices or communication media as specified in the delivery order. The help desk technician staffs the Help Desk. Answers user's calls and records all necessary information. Offers assistance over the phone and follows the problem through to resolution. Assigns problems to the appropriate area for resolution. Logs and reports data on the number and types of calls received.
Minimum Education: Requires an associate's degree from an accredited university or college.

Commercial Job Title: Information Technologist
Minimum/General Experience: 10+ years experience in field expertise.
Functional Responsibility: Perform integration and application of new technologies to communication networks and global systems. This includes development of systems, requirements, and policies related to distributed systems and global networking.
Minimum Education: Requires a master's degree in a field of discipline.

Commercial Job Title: Local Area Network Engineer/Administrator
Minimum/General Experience: 3 years of experience. Vendor certification, such as; Certified Netware Administrator or Engineer.
Functional Responsibility: Responsibilities include, but are not limited to, developing and implementing LAN operational management process and procedures, moves, adds, changes and disconnects (METI's) – logical and physical; maintaining accurate documentation and quality control; and performs virus checks of all servers and service points.
Minimum Education: Requires a bachelor's degree in computer science, engineering or associated discipline.

Commercial Job Title: Management Analyst
Minimum/General Experience: Must have 3 years of experience in an IT environment.
Functional Responsibility: Applies knowledge of management functions, processes, and analytical methods or techniques to gather, analyze, and evaluate information required by program or project managers and customers specifically related to complex IT environments. Draws conclusions and devises solutions to problems relating to improvement of management effectiveness, organizational structures, work methods and procedures efficiency, and resource requirements, utilization or control. Develops and drafts program or project milestone, progress monitoring, financial, acquisition, quality control, maintenance, or training documentation. May perform work measurement studies, program or project operations efficiency reviews, cost studies, or workload change impact analyses. Relies upon and uses automated management information systems in performing fact-finding, analytical, and advisory functions. Frequent use and general knowledge of industry practices, techniques, standards and a general application of concepts and principles to support the development, operation of systems, and procedures dealing with resources and facilities management, database planning and design, systems analysis and design, network services, programming, conversion and implementation support, network services project management, data/records management, and other computer related services.
Minimum Education: Bachelor's Degree in IT related field.

Commercial Job Title: Management Information System Project Manager
Minimum/General Experience: A minimum of eight years professional experience.

Functional Responsibility: The MIS Project Manager will have the minimum experience as outlined below and system experience as a manager of complex system development and integration efforts. Also, the MIS Project Manager will be capable of planning, directing, and coordinating the work activity of technical personnel involved in all aspects of this contract. This will include integration requirements determination, overall architectural design and planning, system specifications development, system design-analysis, testing, documentation, extension, and installation of information systems. The MIS Project Manager will be capable of integrating problem correction into ongoing work without loss of work force efficiency. Will be capable of establishing a quality assurance program to ensure services and products conform to applicable standards and are IAW government regulations.

Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Network Administrator II
Minimum/General Experience: A minimum of six years of professional experience.
Functional Responsibility: The Network Administrator performs a variety of network management functions in support of MIS services related to the operation, performance or availability of data communications networks. Establishes new user accounts on the network granting access to required network files and programs. Manages network E-mail functions. Establishes mail boxes and monitors mail performance on the network. Troubleshoots network/user problems, presents resolutions for implementation.
Minimum Education: Requires an associate's degree from an accredited university or college.

Commercial Job Title: Network Administrator III
Minimum/General Experience: A minimum of three years of professional experience.
Functional Responsibility: The Network Administrator performs a variety of network management functions in support of MIS services related to the operation, performance or availability of data communications networks. Modifies command language programs, network start up files, assigns/re-assigns network device logicals, analyzes network performance and recommends adjustments to network parameters to improve performance, participates in load balancing efforts throughout the network to achieve optimum device utilization and performance. Establishes new user accounts on the network granting access to required network files and programs. Manages network E-mail functions. Establishes mail boxes and monitors mail performance on the network. Troubleshoots network/user problems, presents resolutions for implementation.
Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Network Administrator IV
Minimum/General Experience: A minimum of six years of professional experience.
Functional Responsibility: The Network Administrator performs a variety of network management functions in support of MIS services related to the operation, performance or availability of data communications networks. Modifies command language programs, network start up files, assigns/re-assigns network device logicals, analyzes network performance and recommends adjustments to network parameters to improve performance, participates in load balancing efforts throughout the network to achieve optimum device utilization and performance. Establishes new user accounts on the network granting access to required network files and programs. Manages network E-mail functions. Establishes mail boxes and monitors mail performance on the network. Troubleshoots network/user problems, presents resolutions for implementation. Prepares a variety of network resource reports. May serve as Team Leader over a group of Network Administrators.
Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Network Architect
Minimum/General Experience: Seven or more years of experience in field of expertise.
Functional Responsibility: Duties include network engineering, installation, troubleshooting configuration, operation and management. Also responsible for assessing client network needs, developing and integrating LAN configurations and designing systems.
Minimum Education: Requires a bachelor's degree.

Commercial Job Title: Network Engineer

Minimum/General Experience: A minimum of one to four years of experience in a networked environment.
Functional Responsibility: Responsibilities include, but are not limited to, monitoring network operations to ensure properly set configurations options; providing technical expertise and technical direction in integration and testing of LAN/WANs and instructing operations personnel on use of new equipment.
Minimum Education: Requires a bachelor's degree in an associated discipline.

Commercial Job Title: Network Project Manager
Minimum/General Experience: A minimum of eight years professional experience.
Functional Responsibility: The Network Project Manager will have system experience as a manager of complex system development and integration efforts. Will be capable of planning, directing, and coordinating the work activity of technical personnel involved in all aspects of this contract. This will include integration requirements determination, overall architectural design and planning, system specifications development, system design-analysis, testing, documentation, extension, and installation of information systems. Performs a variety of network management functions in support of MIS services related to the operation, performance or availability of data communications networks. Modifies command language programs, network start up files, assigns/re-assigns network device logicals, analyzes network performance and recommends adjustments to network parameters to improve performance, participates in load balancing efforts throughout the network to achieve optimum device utilization and performance. Additionally, the Network Project Manager will have demonstrated ability to research and analyze trends and developments in network technology and determine its applicability to local system problems, requirements, operations, and development efforts.
Minimum Education: Requires a bachelor's degree from an accredited university.

Commercial Job Title: Network Technician II
Minimum/General Experience: A minimum of one year professional experience.
Functional Responsibility: The Network Technician performs various functions including installing externally connected PC accessories and data communications equipment. Adds or replaces boards, batteries, disks drives, and similar components. Installs cabling for LANs, WANs, etc. Attaches, detaches, or exchanges LAN cabling to workstations, servers, network devices and telecommunications and data communications equipment.
Minimum Education: Requires an associate's degree from an accredited university or college.

Commercial Job Title: Network Technician III
Minimum/General Experience: A minimum of three years professional experience.
Functional Responsibility: The Network Technician performs various functions including installing or replacing externally connected PC accessories and data communications equipment. Troubleshoots and provides problem resolution regarding hardware including PCs, LAN data communications and WAN data communication equipment. Adds or replaces boards, batteries, disks drives, and similar components. Installs cabling for LANs, WANs, etc. Attaches, detaches, or exchanges LAN cabling to workstations, servers, network devices and telecommunications and data communications equipment.
Minimum Education: Requires an associate's degree from an accredited university or college.

Commercial Job Title: Network Technician IV
Minimum/General Experience: A minimum of six years professional experience.
Functional Responsibility: The Network Technician performs various functions including installing or replacing externally connected PC accessories and data communications equipment. Troubleshoots and provides problem resolution regarding hardware including PCs, LAN data communications and WAN data communication equipment. Adds or replaces boards, batteries, disks drives, and similar components. Installs cabling for LANs, WANs, etc. Attaches, detaches, or exchanges LAN cabling to workstations, servers, network devices and telecommunications and data communications equipment. May serve as a Team Leader on an installation or upgrade project.
Minimum Education: Requires an associate's degree from an accredited university or college.

Commercial Job Title: Operational Analyst I

Minimum/General Experience: Must have 5 years of experience in an IT environment.
Functional Responsibility:
Reviews, analyzes, and facilitates strategic planning efforts, operational concepts, and direction. Monitors and reviews ongoing programs and provides strategic insight and recommendations specifically related to the IT project at hand. Reviews operational plans and procedures, and may perform high-level operations functions. Analyzes, identifies, and provides mitigation options for issues of efficiency, profitability, development, finances, and management. Performs project budgeting and tracking, MIS review, planned vs. actual analysis; conducts earned value analysis, and business planning. May directly supervise lower-level program staff.
Minimum Education: Bachelor's Degree in IT related field.

Commercial Job Title: Operational Research Analyst
Minimum/General Experience: Must have 5 years of experience in an IT environment.
Functional Responsibility: Experience including a combination of technology/research and business experience; startup/entrepreneurial experience is a plus. Experience in areas such as market research, financial analysis, product development and/or supply chain/manufacturing is desired. Experience performing enterprise-wide set of disciplines for the planning, analysis, design, and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Ensures systems are compatible and in compliance with standards.
Provides technical guidance in software engineering techniques and automated task support. Strong technical background in areas such as engineering, technology development or scientific research is highly desirable. Strong written and oral communication skills, including the ability to clearly communicate technical and/or financial ideas and concepts to wide-range of audiences is highly desired.
Minimum Education: Bachelor's Degree in IT related field.

Commercial Job Title: Operations Specialist I
Minimum/General Experience: A minimum of three years professional experience.
Functional Responsibility: The Operations Specialist will perform some or all of the following: analyzing, designing, integrating, testing, documenting, converting, extending, and implementing Information Systems. Will formulate statements of management and business problems and devise procedures for solution. Must have a thorough knowledge of the capabilities of applicable computer and communications configurations
Minimum Education: Requires an associate's degree from an accredited university or college.

Commercial Job Title: Operations Specialist II
Minimum/General Experience: A minimum of six years professional experience.
Functional Responsibility: The Operations Specialist will perform some or all of the following: analyzing, designing, integrating, testing, documenting, converting, extending, and implementing Information Systems. Will formulate statements of management and business problems and devise procedures for solution, and to evaluate proposed automated systems to determine technical feasibility, implementation costs, operation costs, and functional adequacy. Must have a thorough knowledge of the capabilities of applicable computer and communications configurations.
Minimum Education: Requires an associate's degree from an accredited university or college.

Commercial Job Title: Operations Specialist III
Minimum/General Experience: A minimum of three years professional experience.
Functional Responsibility: The Operations Specialist will lead projects that are involved in analyzing, designing, integrating, testing, documenting, converting, extending, and implementing Information Systems. They will be adept in oral and written communications, will formulate statements of management and business problems and devise procedures for solution, and will evaluate proposed automated systems to determine technical feasibility, implementation costs, operation costs, and functional adequacy. Must have a thorough knowledge of the capabilities of applicable computer and communications configurations. Meets with Government personnel and contractor personnel to formulate and review delivery order plans and deliverable items. Ensures conformance with delivery order schedules and costs.
Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Programmer I
Minimum/General Experience: A minimum of one year professional experience.
Functional Responsibility: Programmers will design detailed programs, flow charts and diagrams showing mathematical computations and sequence of machine operations necessary to copy and process data and print results. Also, they will verify accuracy and completeness of programs and systems by preparing sample representative data and testing them by means of cycle and system processing.
Minimum Education: Requires an associate's degree from an accredited university or college.

Commercial Job Title: Programmer II
Minimum/General Experience: A minimum of three years professional experience.
Functional Responsibility: Programmers will design detailed programs, flow charts and diagrams showing mathematical computations and sequence of machine operations necessary to copy and process data and print results. Also, they will verify accuracy and completeness of programs and systems by preparing sample representative data and testing them by means of cycle and system processing. Additionally, they must be experienced in problem oriented languages and operating systems including all or part of the following: (minimum experience requirements will be identified in individual task orders) MVS-DOS, UNIX, MS-DOS, C, COBOL, ACCESS, Ada, Windows NT, C++, Visual Basic, and JAVA.
Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Programmer III
Minimum/General Experience: A minimum of six years professional experience.
Functional Responsibility: Programmers will utilize third and fourth generation or current state-of-the-art ADP equipment and languages to develop and prepare diagrammatic plans for solution of business, management, communications, tactical, and strategic problems. They will design detailed programs, flow charts and diagrams showing mathematical computations and sequence of machine operations necessary to copy and process data and print results. Also, they will verify accuracy and completeness of programs and systems by preparing sample representative data and testing them by means of cycle and system processing. Additionally, they must be experienced in problem oriented languages and operating systems including all or part of the following: (minimum experience requirements will be identified in individual task orders) MVS-DOS, UNIX, MS-DOS, C, COBOL, ACCESS, Ada, Windows NT, C++, Visual Basic, and JAVA.
Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Programmer IV
Minimum/General Experience: A minimum of six years professional experience.
Functional Responsibility: Programmers will utilize third and fourth generation or current state-of-the-art ADP equipment and languages to develop and prepare diagrammatic plans for solution of business, management, communications, tactical, and strategic problems. They will design detailed programs, flow charts and diagrams showing mathematical computations and sequence of machine operations necessary to copy and process data and print results. Also, they will verify accuracy and completeness of programs and systems by preparing sample representative data and testing them by means of cycle and system processing. Additionally, they must be experienced in problem oriented languages and operating systems including all or part of the following: (minimum experience requirements will be identified in individual task orders) MVS-DOS, UNIX, MS-DOS, C, COBOL, ACCESS, Ada, Windows NT, C++, Visual Basic, and JAVA. May be required to serve as task leader over one or more projects.
Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Senior Programmer
Minimum/General Experience: A minimum of six years professional experience.
Functional Responsibility: Develops functional specifications and performs software design, development, testing, and integration. Converts data from project specifications and statements of problems and procedures to create or modify computer programs. Prepares detailed workflow charts and diagrams to illustrate the sequence of steps that

the program must follow and to describe input, output, and logical operations involved. Analyzes workflow chart and diagram, applying knowledge of computer capabilities, subject matter, and symbolic logic. Counsels high-level personnel about program to resolve questions of program intent, data input, output requirements, and inclusion of internal checks and controls. Converts detailed logical flowchart to the necessary programming language. Enters program codes into computer system. Inputs test data into computer. Corrects program errors, using methods such as modifying program or altering the sequence of program steps. Writes instructions to guide operating personnel during production runs. Analyzes, reviews, and rewrites complex programs to increase operating efficiency or to adapt the program to new requirements. Compiles and writes documentation of program development and subsequent revisions. Additionally, they must be experienced in problem oriented languages and operating systems including all or part of the following: (minimum experience requirements will be identified in individual task orders) MVS-DOS, UNIX, MS-DOS, C, COBOL, ACCESS, Ada, Windows NT, C++, Visual Basic, and JAVA. May be required to serve as task leader over one or more projects.

Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Project Manager

Minimum/General Experience: Minimum 4 years of experience in an IT environment.

Functional Responsibility: Responsible for all aspects of project performance. Interacts with the customer to address all services required and report project progress. Manages and supervises personnel involved in all aspects of the project activity. Organizes and assigns responsibilities to subordinates and oversees the successful completion of all assigned tasks. Also establishes and maintains technical and financial reports. Plans and implements actions by the program/project team to define and implement technical baseline and meet quality requirements for project/program products and services. Provides applications systems analysis and programming activities for a Government site, facility or multiple locations. Prepares long and short-range plans for application selection, systems, development, Systems Maintenance, and production activities and for necessary support resources.

Minimum Education: Requires a bachelor's degree in IT related field.

Commercial Job Title: Senior Computer Analyst

Minimum/General Experience: Must have 10 years of experience.

Functional Responsibility: Systems analysis, with a broad understanding of national security issues. Demonstrated experience must include (I) the analysis of system benefits derived from advanced technologies such as those listed the Performance Work Statement; (2) skill and efficiency in developing and executing analysis methodologies as appropriate for unique situations with minimal reliance on complicated war games, and (3) the ability to work effectively with technology developers and technology users to facilitate technology transfer. At least seven (7) years of experience, background, and knowledge of one or more of the DARPA programs is highly desirable. At least five (5) years of experience working with DARPA Program Managers is highly desirable.

Minimum Education: Master's Degree

Commercial Job Title: Senior Management Analyst

Minimum/General Experience: Must have 5 years of experience in an IT environment.

Functional Responsibility: Applies knowledge of management functions, processes, and analytical methods or techniques to gather, analyze, and evaluate information required by program or project managers and customers specifically related to complex IT environments. Draws conclusions and devises solutions to problems relating to improvement of management effectiveness, organizational structures, work methods and procedures efficiency, and resource requirements, utilization or control. Develops and drafts program of project milestone, progress monitoring, financial, acquisition, quality control, maintenance, or training documentation. May perform work measurement studies, program or project operations efficiency reviews, cost studies, or workload change impact analyses. Relies upon and uses automated management information systems in performing fact-finding, analytical, and advisory functions. Demonstrates skill to analyze and develop innovative solutions to complex problems supporting the development, operation of systems, and procedures dealing with resources and facilities management, database planning and design, systems analysis and design, network services, programming, conversion and implementation support, network services project management, data/records management, and other computer related services. Develops advanced concepts, techniques, and standards; creates new applications based on professional principles and theories.

Minimum Education: Bachelor's Degree in IT related field.

Commercial Job Title: Systems Analyst I
Minimum/General Experience: A minimum of one year professional experience.
Functional Responsibility: The Systems Analyst performs systems analysis, design, programming, documentation, or implementation of applications which require a thorough knowledge of management information systems and related ADP systems concepts for effective implementation. Participates in software development with emphasis on the planning, analysis, testing and acceptance phases. Designs and prepares technical reports and related documentation, and makes charts and graphs to record results.
Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Systems Analyst II
Minimum/General Experience: A minimum of three years professional experience.
Functional Responsibility: The Systems Analyst performs high-level systems analysis, design, programming, documentation, or implementation of complex applications which require a thorough knowledge of management information systems and related ADP systems concepts for effective implementation. Participates in software development with emphasis on the planning, analysis, testing and acceptance phases. Designs and prepares technical reports and related documentation, and makes charts and graphs to record results. Prepares and delivers presentations and briefings as required by the task.
Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Systems Analyst III
Minimum/General Experience: A minimum of six years professional experience.
Functional Responsibility: Performs high-level systems analysis, design, programming, documentation, or implementation of very complex applications which require a thorough knowledge of management information systems and related ADP systems concepts for effective implementation. Participates in all phases of software development with emphasis on the planning, analysis, testing and acceptance phases. Designs and prepares technical reports and related documentation, and makes charts and graphs to record results. Prepares and delivers presentations and briefings as required by the task. May be required to serve as task leader on a highly complex combination of one or more delivery orders.
Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Systems Analyst IV
Minimum/General Experience: A minimum of eight years professional experience.
Functional Responsibility: Performs high-level systems analysis, design, programming, documentation, or implementation of very complex applications which require a thorough knowledge of management information systems and related ADP systems concepts for effective implementation. Participates in all phases of software development with emphasis on the planning, analysis, testing and acceptance phases. Designs and prepares technical reports and related documentation, and makes charts and graphs to record results. Prepares and delivers presentations and briefings as required by the task. May be required to serve as task leader on a highly complex combination of one or more delivery orders.
Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Systems Engineer IV
Minimum/General Experience: A minimum of six years professional experience.
Functional Responsibility: The Systems Engineer will perform hardware/software analyses to provide comparative data of performance characteristics and suitability within the existing systems environment. Prepares trade-off studies and evaluations from test results. Develops test procedures and plans for system components and system environments. Will have specific experience in planning, designing and analysis of complex systems. This experience must have demonstrated knowledge of user technologies. Requires in depth knowledge of troubleshooting systems using state-of-the-art technology. Participates in all phases of hardware/software development with emphasis on the analysis, programming, testing, documentation and acceptance phases. Designs

and prepares technical reports and related documentation, and makes charts and graphs to record results. Prepares and delivers presentations and briefings as required by the task.

Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Senior Systems Engineer

Minimum/General Experience: Must have 15 years of experience.

Functional Responsibility: Systems engineering support such as: Technology Analysis and Assessment, Design Definition, Development of Systems Specification, Systems Analysis, Systems Architecture, Systems/Equipment Integration, Test & Evaluation Criteria, and Logistics support of Department of Defense (DoD) programs requirements. Individual is recognized as an expert in their field of study or technology.

Minimum Education: Bachelor's Degree.

Commercial Job Title: Technical Analyst

Minimum/General Experience: Must have 1 year of experience.

Functional Responsibility: Applies knowledge of technical functions, processes, and analytical methods or techniques to gather, analyze, and evaluate information required by program or project. Draws conclusions and devises solutions to problems relating to improvement of technical effectiveness, structures, and work methods and procedures efficiency. Develops and drafts program of project milestone, progress monitoring, quality control, maintenance, or training documentation. Relies upon and uses automated management information systems in performing fact-finding, analytical, and advisory functions. Translates logic from technical specifications into a programming language; performs coding from written technical specifications; follows published programming standards and guidelines. Investigates, analyzes, and fixes reported software defects; performs maintenance programming and correction of identified defects.

Minimum Education: Bachelor's Degree in IT related field.

Commercial Job Title: Technical Writer

Minimum/General Experience: Must have at least 2 years previous work experience in documenting technical guidelines and procedures. Superior written communication skills and familiarity with terms and techniques of technology are essential.

Functional Responsibility: Responsibilities include, but are not limited to analyzing, organizing, developing, preparing, writing, editing and printing manuals, presentations, technical system specifications, documentation and process/data flow diagrams in an information technology systems environment. Responsible for the researching, outlining and writing of end-user documentation including all user manuals, technical manuals/documents, online Help and infrastructure documentation. Assists in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and other reports and deliverables. May have experience in Information Security. Translates technical and/or complicated information into clear, concise documents appropriate for various target audiences. Works with Business Analysts, Application Development, Quality Assurance, and Technical Support groups to produce a wide variety of technical publications such as instructional materials, technical manuals, online Help, and product documentation for use by both IT and business end users

Minimum Education: Bachelor's degree in in IT related field.

Commercial Job Title: Technical Writer/Editor

Minimum/General Experience: Must have 4 years of experience.

Functional Responsibility: Develops, drafts, revises, and edits reports, articles, manuals, specifications, presentation materials, and other technical documents. Uses rough outlines and resource materials, and interprets information obtained through research or provided by technical specialists. Applies knowledge of documentation content and format standards to prepare, edit and publish technical matter.

Minimum Education: Associate's Degree.

Commercial Job Title: Training Specialist III

Minimum/General Experience: A minimum of six years professional experience.

Functional Responsibility: The Training Specialist performs high level analysis, design, development, implementation, and evaluation of training systems for information systems users and support personnel. Training may be delivered via traditional classroom instruction, LAN, WAN, Intranet, or Internet. Requires in-depth knowledge of the various phases of training system development gained through formal education and practical experience. Works with content experts such as information systems designers and subject matter experts. Performs analysis and design and prepares reports and specifications. Performs formative evaluation during training systems development. Implements training systems and evaluates training system effectiveness in actual training environments. May be required to serve as task leader on a complex combination of one or more delivery orders.

Minimum Education: Requires a bachelor's degree from an accredited university or college.

Commercial Job Title: Training Specialist IV

Minimum/General Experience: A minimum of eight years professional experience.

Functional Responsibility: The Training Specialist performs high level analysis, design, development, implementation, and evaluation of training systems for information systems users and support personnel. Training may be delivered via traditional classroom instruction, LAN, WAN, Intranet, or Internet. Requires in-depth knowledge of the various phases of training system development gained through formal education and practical experience. Works with content experts such as information systems designers and subject matter experts. Performs analysis and design and prepares reports and specifications. Performs formative evaluation during training systems development. Implements training systems and evaluates training system effectiveness in actual training environments. May be required to serve as task leader on a highly complex combination of one or more delivery orders.

Minimum Education: Requires a bachelor's degree from an accredited university or college.

Equivalencies Chart

Undergraduate:	An undergraduate degree may be substituted for 3 years experience when the minimum qualifications do not require an undergraduate degree. 4 years of related experience may be substituted for an undergraduate degree.
Graduate or Above:	A graduate and/or higher degree may be substituted for 3 years experience when the minimum qualifications do not require a graduate or higher degree.

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Commercial Job Title: Senior Executive Consultant

Minimum/General Experience: 12 years of experience; in business, management, information systems or other related fields.

Functional Responsibility: Serve as a coach or mentor to the other team members on complex business improvement engagements. Recognized as an authority or expert on one or more business improvement subject areas, such as, but not limited to: change management, strategic and business planning, statistical process control, development of leadership/management skills, organizational design, benchmarking, survey analysis, training development, performance measurement, customer analysis, simulation methods and methodology, information management, process modeling and analysis, performance measurement, and Business Process Reengineering (BPR) methodologies. Must know process improvement strategies for difficult projects, business analysis methods and techniques, sophisticated consulting strategies and techniques, functional area test practices, organizational development and systems approaches to integrating total solutions. Interfaces with senior and executive level client management. Experienced with large and complex management and organizational challenges.

Minimum Education: Master's degree

Commercial Job Title: Senior Consultant
Minimum/General Experience: 4 years of experience; in business, management, information systems or other related fields.
Functional Responsibility: Responsible for applying business improvement and reengineering principles to organizational development and process modernization projects. Responsible for assisting in effectively transitioning existing project teams, and facilitating project teams in the accomplishment of project activities and objectives. Provide group facilitation, interviewing, training, and additional forms of knowledge transfer. Skilled in areas such as, but not limited to, methodology development, change management, organizational development, activity and data modeling, performance measurement, benchmarking and identifying best practices. Demonstrate creative "Out-of-the-box' thinking and display strong communication skills. Demonstrate action, implement concepts and seek meaningful results to problems. Assist or lead in the facilitation of discussions and meetings with customer staff.
Minimum Education: Master's degree

Commercial Job Title: Consultant
Minimum/General Experience: 6 years of experience; in business, management, information systems or other related fields.
Functional Responsibility: Responsible for, or assisting with, applying business improvement and reengineering principles to organizational development and process modernization projects. Responsible for assisting in transitioning existing project teams, and facilitating project teams in the accomplishment of project activities and objectives. Understand the fundamental drivers of business performance. Interpret data to discern problems, identify opportunities, understand issues, and predict trends. Translate data into powerful displays that facilitate others' understanding. Provide group facilitation, interviewing, training, and additional forms of knowledge transfer.
Minimum Education: Bachelor's degree

Commercial Job Title: Senior Program Manager
Minimum/General Experience: 10 years of experience; in business, management, information systems or other related fields.
Functional Responsibility: Responsible for managing multiple project engagements/tasks, interfacing with senior leadership and assuring the quality of overall programs. Create an environment that inspires and champions those who exceed desired results. Lead and integrate elements of complex projects to achieve desired results by setting strategically aligned goals. Responsible for oversight, coordination, and integration of multiple business improvement and enterprise transformation projects provided by the company or agency's direction. Assist the customer in determining schedules, in reviewing deliverables, and in participating in project reviews that look across the totality of the customers' programs. Sets project 'point-of-view' and overall approach to engagements and shapes senior management agendas to create and maintain an executive level momentum for change. Facilitate and lead team discussions and meetings. Manages and controls financial and administrative aspects of the program/project with respect to task requirements.
Minimum Education: Bachelor's degree

Commercial Job Title: Program Manager
Minimum/General Experience: 8 years of experience; in business, management, information systems or other related fields.
Functional Responsibility: Responsible for the overall performance of the task order such as formulating work standards; assigning contractor schedules and resources; reviewing performance, cost, and budget information; supervising contractor personnel; and communicating policies, purposes, and goals of the

organization to subordinates. Builds and leads effective, energized teams. Ensures desired results by determining, implementing objectives and allocating appropriate resources. Interfaces with client sponsor on all aspects of the program. Leverages tools and techniques and methods from other projects.

Minimum Education: Bachelor's degree

Commercial Job Title: Senior Management Analyst

Minimum/General Experience: 5 years experience.

Functional Responsibility: Applies knowledge of management functions, processes, and analytical methods or techniques to gather, analyze, and evaluate information required by program or project managers and customers. Draws conclusions and devises solutions to problems relating to improvement of management effectiveness, organizational structures, work methods and procedures efficiency, and resource requirements, utilization or control. Develops and drafts program of project milestone, progress monitoring, financial, acquisition, quality control, maintenance, or training documentation. May perform work measurement studies, program or project operations efficiency reviews, cost studies, or workload change impact analyses. Relies upon and uses automated management information systems in performing fact-finding, analytical, and advisory functions.

Minimum Education: A bachelor's degree in a business or management discipline, such as, business administration, accounting, finance, economics, or management information technology from an accredited college or university.

Commercial Job Title: Management Analyst

Minimum/General Experience: 3 years experience.

Functional Responsibility: Applies knowledge of management functions, processes, and analytical methods or techniques to gather, analyze, and evaluate information required by program or project managers and customers. Draws conclusions and devises solutions to problems relating to improvement of management effectiveness, organizational structures, work methods and procedures efficiency, and resource requirements, utilization or control. Develops and drafts program of project milestone, progress monitoring, financial, acquisition, quality control, maintenance, or training documentation. May perform work measurement studies, program or project operations efficiency reviews, cost studies, or workload change impact analyses. Relies upon and uses automated management information systems in performing fact-finding, analytical, and advisory functions.

Minimum Education: A bachelor's degree in a business or management discipline, such as, business administration, accounting, finance, economics, or management information technology from an accredited college or university.

Commercial Job Title: Technical Analyst

Minimum/General Experience: At least 1 year experience.

Functional Responsibility: Applies knowledge of technical functions, processes, and analytical methods or techniques to gather, analyze, and evaluate information required by program or project. Draws conclusions and devises solutions to problems relating to improvement of technical effectiveness, structures, and work methods and procedures efficiency. Develops and drafts program of project milestone, progress monitoring, quality control, maintenance, or training documentation. Relies upon and uses automated management information systems in performing fact-finding, analytical, and advisory functions.

Minimum Education: A Bachelor's degree in an business, engineering or scientific discipline from an accredited college or university.

Commercial Job Title: Technical Writer/Editor
Minimum/General Experience: A total of at least 4 years of experience.
Functional Responsibility: Develops, drafts, revises, and edits reports, articles, manuals, specifications, presentation materials, and other technical documents. Uses rough outlines and resource materials, and interprets information obtained through research or provided by technical specialists. Applies knowledge of documentation content and format standards to prepare, edit and publish technical matter.
Minimum Education: An Associate degree in English composition/technical writing.

Commercial Job Title: Senior Administrative Assistant
Minimum/General Experience: 6 years of experience.
Functional Responsibility: Conducts administrative and record keeping aspects of the operation of technical projects/programs. Applies knowledge of office management, methods, and procedures in producing and maintaining documentation, correspondence, records, or directives. Works in regard to matters such as project/program progress and status documentation, budget, finance, property, accounting, or personnel management.
Minimum Education: High school graduate or equivalency certification.

Commercial Job Title: Administrative Assistant
Minimum/General Experience: 3 years of experience.
Functional Responsibility: Conducts administrative and record keeping aspects of the operation of technical projects/programs. Applies knowledge of office management, methods, and procedures in producing and maintaining documentation, correspondence, records, or directives. Works in regard to matters such as project/program progress and status documentation, budget, finance, property, accounting, or personnel management.
Minimum Education: High school graduate or equivalency certification.

Equivalency Charts:

Substitution of Experience for Education:
One year of *relevant* experience may be substituted for each year of required education:

Required Degree	Actual Degree	Years of relevant experience that may be substituted for Required Degree
Bachelor's Degree	HS Diploma/GED	4
Graduate Degree	HS Diploma/GED	5
Graduate Degree	Bachelor's Degree	1

Substitution of Education for Experience:
One year of *relevant* education at the undergraduate level may be substituted for one year of required experience:

Years of Required Experience	Degree which may be substituted for required experience
2	Associate's Degree/60 credit hours
4	Bachelor's Degree
5	Graduate Degree
6	Doctorate Degree

Substitution of Specialized Training/Experience:
You may substitute relevant specialized training or provided that the course and or experience can be documented and verified. Equivalency is on an hour-for-hour basis for relevant training. One full work year is considered to be equivalent to 2,080 hours.

GSA Rates:

Service Proposed (e.g. Job Title/Task)	Year 1 12/11/2019 - 12/10/2020	Year 2 12/11/2020- 12/10/2021	Year 3 12/11/2021- 12/10/2022	Year 4 12/11/2022- 12/10/2023	Year 5 12/11/2023- 12/10/2024
Automatic Data Processing Security Specialist	$89.15	$91.20	$93.30	$95.45	$97.64
Senior Automatic Data Processing Security Specialist	$99.13	$101.41	$103.74	$106.13	$108.57
Computer Security Specialist IV	$132.45	$135.49	$138.61	$141.80	$145.06
Configuration Management Analyst	$101.88	$104.22	$106.62	$109.07	$111.58
Configuration Management Specialist III	$96.54	$98.76	$101.03	$103.36	$105.73
Configuration Management Specialist IV	$135.48	$138.59	$141.78	$145.04	$148.38
Consultant	$125.46	$128.35	$131.30	$134.32	$137.41
Senior Consultant	$182.88	$187.08	$191.39	$195.79	$200.29
Senior Executive Consultant	$217.55	$222.56	$227.68	$232.91	$238.27
Data Technician IV	$82.29	$84.18	$86.12	$88.10	$90.13

Database Specialist III	$100.26	$102.57	$104.93	$107.34	$109.81
Database Specialist IV	$109.72	$112.25	$114.83	$117.47	$120.17
Documentation Specialist IV	$104.24	$106.64	$109.09	$111.60	$114.17
Electronics Engineer	$97.98	$100.23	$102.54	$104.89	$107.31
Graphics Specialist III	$91.69	$93.80	$95.96	$98.17	$100.42
Graphics Specialist IV	$96.01	$98.22	$100.48	$102.79	$105.16
Help Desk Coordinator	$95.51	$97.71	$99.96	$102.26	$104.61
Help Desk Technician II	$88.38	$90.41	$92.49	$94.62	$96.80
Help Desk Technician III	$91.44	$93.54	$95.69	$97.89	$100.15
Information Technologist	$86.60	$88.59	$90.63	$92.72	$94.85
Local Area Network Engineer/Administrator r	$115.87	$118.54	$121.26	$124.05	$126.91
Management Analyst	$118.86	$121.60	$124.39	$127.25	$130.18
Management Information System Project Manager	$137.16	$140.31	$143.54	$146.84	$150.22
Network Administrator II	$92.58	$94.71	$96.89	$99.12	$101.40
Network Administrator III	$96.01	$98.22	$100.48	$102.79	$105.16
Network Administrator IV	$109.72	$112.25	$114.83	$117.47	$120.17
Network Architect	$114.39	$117.02	$119.71	$122.46	$125.28
Network Engineer	$115.58	$118.24	$120.96	$123.74	$126.58
Network Project Manager	$102.86	$105.23	$107.65	$110.13	$112.66
Network Technician II	$102.20	$104.55	$106.95	$109.41	$111.93
Network Technician III	$109.72	$112.25	$114.83	$117.47	$120.17
Network Technician IV	$137.16	$140.31	$143.54	$146.84	$150.22

Labor Category					
Operational Analyst I	$86.60	$88.59	$90.63	$92.72	$94.85
Operational Research Analyst	$96.01	$98.22	$100.48	$102.79	$105.16
Operations Specialist I	$88.38	$90.41	$92.49	$94.62	$96.80
Operations Specialist II	$95.18	$97.37	$99.61	$101.90	$104.25
Operations Specialist III	$102.86	$105.23	$107.65	$110.13	$112.66
Programmer I	$90.08	$92.15	$94.27	$96.44	$98.66
Programmer II	$96.01	$98.22	$100.48	$102.79	$105.16
Programmer III	$102.86	$105.23	$107.65	$110.13	$112.66
Programmer IV	$112.60	$115.19	$117.84	$120.55	$123.32
Senior Programmer	$140.04	$143.26	$146.56	$149.93	$153.38
Project Manager	$136.05	$139.18	$142.38	$145.66	$149.01
Senior Computer Analyst	$114.22	$116.85	$119.54	$122.28	$125.10
Senior Management Analyst	$164.59	$168.38	$172.25	$176.21	$180.27
Systems Analyst I	$89.15	$91.20	$93.30	$95.45	$97.64
Systems Analyst II	$96.01	$98.22	$100.48	$102.79	$105.16
Systems Analyst III	$102.86	$105.23	$107.65	$110.13	$112.66
Systems Analyst IV	$109.95	$112.48	$115.07	$117.71	$120.42
Systems Engineer IV	$115.89	$118.56	$121.28	$124.07	$126.93
Senior Systems Engineer	$151.69	$155.18	$158.75	$162.40	$166.14
Technical Analyst	$96.01	$98.22	$100.48	$102.79	$105.16
Technical Writer	$88.29	$90.32	$92.40	$94.53	$96.70
Technical Writer/Editor	$96.01	$98.22	$100.48	$102.79	$105.16
Training Specialist III	$96.01	$98.22	$100.48	$102.79	$105.16
Training Specialist IV	$107.12	$109.58	$112.10	$114.68	$117.32
Senior Executive Consultant	Past	Past	$501.40	$512.94	$524.74
Senior Consultant	Past	Past	$348.19	$356.20	$364.39
Consultant	Past	Past	$211.70	$216.56	$221.54
Senior Program Manager	Past	Past	$250.70	$256.46	$262.36

Program Manager	Past	Past	$167.13	$170.98	$174.91
Senior Management Analyst	Past	Past	$167.13	$170.98	$174.91
Management Analyst	Past	Past	$139.27	$142.48	$145.75
Technical Analyst	Past	Past	$104.45	$106.85	$109.31
Technical Writer/Editor	Past	Past	$100.27	$102.58	$104.94
Senior Administrative Assistant	Past	Past	$77.99	$79.79	$81.62
Administrative Assistant	Past	Past	$55.72	$57.00	$58.31

SCLS Matrix

El Paso, Texas, Revision Date: 12/27/2021 Revision No. 16

SCLS Eligible Labor Category	SCLS Equivalent Code Title	Wage Determination #
Administrative Assistant	01020-Administrative Assistant	2015-5229

The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (**) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).