



601 13th Street, NW, Suite 350N

Washington, DC 20036

202-355-7400

Business Size: Small Business

General Services Administration

Federal Supply Service

Authorized Federal Supply Schedule Price List

Multiple Award Schedule (MAS) Information Technology

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>

CONTRACT NUMBER: 47QTCA23D00E7

Special Item SIN 54151S- Information Technology Professional Services-

FPDS Code D301 IT Facility Operation and Maintenance

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 D310 IT Backup and Security Services

FPDS Code D311 IT Data Conversion Services

FPDS Code D313 Computer Aided Design/Computer Aided Manufacturing (CAD/CAM)
Services
FPDS Code D316 IT Network Management Services

FPDS Code D399 Other Information Technology Services, Not Elsewhere Classified

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.

Note2: Offerors and Agencies are advised that the GSA MAS – 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.

Contract Number: **47QTCA23D00E7**
Period Covered by Contract: **September 20, 2023 – September 19, 2028**
General Services Administration
Federal Acquisition Service

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



**General Services Administration Federal Acquisition Service Pricelist current through
Modification #:____, dated:8/27/2024.**

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

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 GSA MAS –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. on, maintenance, integration, or training services in direct support of a product.

Customer Information

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINS)

Special Item No. SIN 54151S Information Technology Professional Services

Special Item No. 541611 Business, Administrative and Management Services
SIN OLM Order Level Materials

1b. HOURLY RATES (Services Only) See attached Price List.

2. MAXIMUM ORDER The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:

Special Item Number 54151S: Information Technology Professional Services

3. MINIMUM ORDER: The minimum dollar value of orders to be issued is \$100.00.



4. GEOGRAPHIC COVERAGE: Domestic

5. POINT OF PRODUCTION: N/A

6. DISCOUNT FROM LIST PRICES: Net GSA pricing is listed in attached Price List.
Basic discounts have been deducted.

7. QUANTITY/VOLUME DISCOUNTS: N/A

8. PROMPT PAYMENT TERMS: Net Thirty (30) Days

9. GOVERNMENT PURCHASE CARDS: Accepted at or below the micro-purchase
threshold.

10. FOREIGN ITEMS: N/A

11. TIME OF DELIVERY: To be Determined by Task

12. F.O.B. POINT: Destination

13. ORDERING ADDRESS

DKW Communications, Inc.
13th Street, NW, Suite 350
Washington, DC 20036
(202) 355-7400
www.dkwcommunications.com

14. PAYMENT ADDRESS:

DKW Communications, Inc.
13th Street, NW, Suite 350
Washington, DC 20036
(202) 355-7400
www.dkwcommunications.com



15. WARRANTY PROVISION: Standard Commercial Warranty Policy

16. EXPORT PACKING CHARGES: N/A

17. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR:

Should any equipment not work properly we will send you replacement equipment swapping out the non-operating equipment with working equipment for no extra fee.

18. TERMS AND CONDITIONS OF INSTALLATION: N/A

19. TERMS AND CONDITIONS FOR ANY OTHER SERVICES: N/A

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

21. DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER: Duns # 832162536

22. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) WEBSITE: Active. Cage Code: 1SLD4



PRICE LIST AND LABOR CATEGORY DESCRIPTIONS

A. Special Item No. Special Item No.54151S Information Technology

B. Special Item No. 541611 Business, Administrative and Management Services



GSA MAS Price List
Special Item No. Special Item No.54151S
Information Technology Professional Services

Labor Category/Service Title	Price Offered to GSA (including IFF)
Computer Scientist I	\$94.79
Computer Scientist II	\$120.81
Computer Scientist III	\$140.25
Communications Network Specialist I	\$118.72
Communications Network Specialist II	\$129.33
Communications Network Specialist III	\$141.08
Database Administrator I	\$86.17
Database Administrator II	\$99.09
Database Administrator III	\$110.49
Developer I	\$56.40
Developer II	\$67.37
Developer III	\$75.91
Engineer I	\$129.33
Engineer II	\$140.11
Engineer III	\$150.83
Engineer, LAN I	\$118.06
Engineer, LAN II	\$150.03
Engineer, LAN III	\$155.69
Help Desk Manager I	\$74.18
Help Desk Manager II	\$86.22
Help Desk Manager III	\$97.85
Helpdesk Specialist I	\$63.57
Helpdesk Specialist II	\$84.60
Helpdesk Specialist III	\$105.00
Information Engineer I	\$57.50
Information Engineer II	\$75.39
Information Engineer III	\$97.00
Network Administrator I	\$70.06
Network Administrator II	\$89.84
Network Administrator III	\$109.31
Network Engineer I	\$95.73
Network Engineer II	\$106.38
Network Engineer III	\$126.90
Network Analyst I	\$97.77
Network Analyst II	\$118.55
Network Analyst III	\$129.33



Program Analyst I	\$140.11
Program Analyst II	\$150.83
Program Analyst III	\$160.16
Program Manager I	\$133.09
Program Manager II	\$147.77
Program Manager III	\$163.20
Programmer I	\$92.66
Programmer II	\$105.00
Programmer III	\$113.78
Project Manager I	\$122.52
Project Manager II	\$133.50
Project Manager III	\$148.00
Records Management Specialist I	\$134.71
Records Management Specialist II	\$159.68
Records Management Specialist III	\$169.60
Software Architect I	\$131.60
Software Architect II	\$145.49
Software Architect III	\$162.20
Software Engineer I	\$57.41
Software Engineer II	\$69.62
Software Engineer III	\$78.92
Subject Matter Expert I	\$141.38
Subject Matter Expert II	\$150.14
Subject Matter Expert III	\$161.66
Systems Administrator I	\$59.27
Systems Administrator II	\$71.52
Systems Administrator III	\$95.73
Systems Analyst, Principal I	\$118.55
Systems Analyst, Principal II	\$129.01
Systems Analyst, Principal III	\$144.02
Systems Architect I	\$90.55
Systems Architect II	\$102.62
Systems Architect III	\$114.17
Systems Engineer I	\$65.64
Systems Engineer II	\$77.55
Systems Engineer III	\$97.54
Systems Integrator I	\$188.61
Systems Integrator II	\$200.61
Systems Integrator III	\$206.42
Tech Writer I	\$113.16
Tech Writer II	\$130.99
Tech Writer III	\$148.72



Web Designer I	\$145.51
Web Designer II	\$161.71
Web Designer III	\$181.01

Special Item No.54151S Information Technology LCAT Descriptions

1. Computer Scientist I

Functional Responsibilities: Applies use and application of standard engineering principles, theories and concepts of minor complexity. Assists in the research, analysis, compilation, design, development and/or test of technical engineering data in support of customer requirements in one or more engineering disciplines.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's degree or equivalent

2. Computer Scientist II

Functional Responsibilities: Applies use and application of standard engineering principles, theories and concepts of minor complexity. Assists in the research, analysis, compilation, design, development and/or test of technical engineering data in support of customer requirements in one or more engineering disciplines.

Minimum Experience: 4 years of relevant experience

Minimum Education: bachelor's degree or equivalent

3. Computer Scientist III

Functional Responsibilities: Applies use and application of standard engineering principles, theories and concepts of minor complexity. Assists in the research, analysis, compilation, design, development and/or test of technical engineering data in support of customer requirements in one or more engineering disciplines.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's degree or equivalent

4. Communications Network Specialist I

Functional Responsibilities: Analyzes network characteristics (i.e. traffic, connect time, transmission speeds, packet sizes, and throughput) and recommends procurement, removals, and modifications to network components. Designs and optimizes network topologies and site configurations. Plans installations, transitions, and cutovers of network components and capabilities.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's degree or equivalent

5. Communications Network Specialist II

Functional Responsibility: Under minimum supervision, directs and monitors network performance and troubleshooting, restores service, and optimizes communication and operation issues between network components. Interfaces with customers to identify and resolve network connectivity problems; installs, maintains, and supports computer systems, including microcomputers, software, peripherals, and telecommunication equipment in a network architecture; analyzes service restoration or complex, recurring, and chronic problems; determines the impact of



fixing the problem on network connectivity; reroutes communication traffic to prevent service interruption; and notifies appropriate internal groups, including local management of any problems degrading network performance. Maintains relevant documentation and trouble activity logs.

Minimum Education: Bachelor's Degree or equivalent

Minimum/ Experience: 4 years of related experience

6. Communications Network Specialist III

Functional Responsibility: Under minimum supervision, directs and monitors network performance and troubleshooting, restores service, and optimizes communication and operation issues between network components. Interfaces with customers to identify and resolve network connectivity problems; installs, maintains, and supports computer systems, including microcomputers, software, peripherals, and telecommunication equipment in a network architecture; analyzes service restoration or complex, recurring, and chronic problems; determines the impact of fixing the problem on network connectivity; reroutes communication traffic to prevent service interruption; and notifies appropriate internal groups, including local management of any problems degrading network performance. Maintains relevant documentation and trouble activity logs.

Minimum Education: Master's Degree or equivalent

Minimum/ Experience: 6 years of related experience performing complex network emergency, and corrective and preventative maintenance. Must be familiar with the principles of remotely monitoring performance of multiple networks to ensure quality network connectivity and performance.

7. Database Administrator I

Functional Responsibilities: Database and application performance monitoring, analysis and tuning. Monitor and optimize database performance and resources. Participates in all phases of data extraction, conversion and uploading.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's degree or equivalent

8. Database Administrator II

Functional Responsibilities: Database and application performance monitoring, analysis and tuning. Monitor and optimize database performance and resources. Participates in all phases of data extraction, conversion and uploading.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's degree or equivalent

9. Database Administrator III

Functional Responsibilities: Database and application performance monitoring, analysis and tuning. Monitor and optimize database performance and resources. Participates in all phases of data extraction, conversion and uploading.

Minimum Experience: 6 years of relevant experience

Minimum Education: Bachelor's degree or equivalent



10. Developer I

Functional Responsibilities: Analyzes functional business applications and design specifications for functional activities. Translates detailed design into computer applications. Tests, debugs and refines computer applications to produce the required product. Prepares required documentation, including both program and user-level documentation. Enhances software to reduce operating time or improve efficiency.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's degree or equivalent

11. Developer II

Functional Responsibilities: Analyzes functional business applications and design specifications for functional activities. Translates detailed design into computer applications. Tests, debugs and refines computer applications to produce the required product. Prepares required documentation, including both program and user-level documentation. Enhances software to reduce operating time or improve efficiency.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's degree or equivalent

12. Developer III

Functional Responsibilities: Analyzes functional business applications and design specifications for functional activities. Translates detailed design into computer applications. Tests, debugs and refines computer applications to produce the required product. Prepares required documentation, including both program and user-level documentation. Enhances software to reduce operating time or improve efficiency.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's degree or equivalent

13. Engineer I

Functional Responsibilities: Responsible for the design, planning, management, maintenance, and support, and any other technological duties associated with an organization's cloud computing environment. standard cloud services offerings, install, and execute processes and standards for optimal use of cloud services.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's degree or equivalent

14. Engineer II

Functional Responsibilities: Responsible for the design, planning, management, maintenance, and support, and any other technological duties associated with an organization's cloud computing environment. standard cloud services offerings, install, and execute processes and standards for optimal use of cloud services.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's degree or equivalent



15. Engineer III

Functional Responsibilities: Responsible for the design, planning, management, maintenance, and support, and any other technological duties associated with an organization's cloud computing environment. standard cloud services offerings, install, and execute processes and standards for optimal use of cloud services.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's degree or equivalent

16. Engineer, LAN I

Functional Responsibilities: Has overall responsibility for help desk operations associated with the identification, prioritization and resolution of reported problems. Ensures that all phases of help desk support are properly coordinated, monitored, logged, tracked and resolved appropriately. May maintain responsibility for development, maintenance and integrity of help desk software.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's degree or equivalent

17. Engineer, LAN II

Functional Responsibilities: Has overall responsibility for help desk operations associated with the identification, prioritization and resolution of reported problems. Ensures that all phases of help desk support are properly coordinated, monitored, logged, tracked and resolved appropriately. May maintain responsibility for development, maintenance and integrity of help desk software.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's degree or equivalent

18. Engineer, LAN III

Functional Responsibilities: Has overall responsibility for help desk operations associated with the identification, prioritization and resolution of reported problems. Ensures that all phases of help desk support are properly coordinated, monitored, logged, tracked and resolved appropriately. May maintain responsibility for development, maintenance and integrity of help desk software.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's degree or equivalent

19. Help Desk Manager I

Functional Responsibilities: Has overall responsibility for help desk operations associated with the identification, prioritization and resolution of reported problems. Ensures that all phases of help desk support are properly coordinated, monitored, logged, tracked and resolved appropriately. May maintain responsibility for development, maintenance and integrity of help desk software.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's Degree or equivalent.



20. Help Desk Manager II

Functional Responsibilities: Has overall responsibility for help desk operations associated with the identification, prioritization and resolution of reported problems. Ensures that all phases of help desk support are properly coordinated, monitored, logged, tracked and resolved appropriately. May maintain responsibility for development, maintenance and integrity of help desk software.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's Degree or equivalent

21. Help Desk Manager III

Functional Responsibilities: Has overall responsibility for help desk operations associated with the identification, prioritization and resolution of reported problems. Ensures that all phases of help desk support are properly coordinated, monitored, logged, tracked and resolved appropriately. May maintain responsibility for development, maintenance and integrity of help desk software.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's Degree or equivalent

22. Help Desk Specialist I

Functional Responsibilities: Performs as an applications programmer on large-scale database management systems, knowledge of computer equipment, and ability to develop complex software to satisfy design objectives. Analyzes application software and design specifications for information process activities. Develops block diagrams and logic flow charts. Translates detailed design into application software. Tests, debugs, and refines the application software to produce the required product. Prepares required documentation, including both program-level and user-level documentation.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's degree or equivalent

23. Help Desk Specialist II

Functional Responsibilities: Performs as an applications programmer on large-scale database management systems, knowledge of computer equipment, and ability to develop complex software to satisfy design objectives. Analyzes application software and design specifications for information process activities. Develops block diagrams and logic flow charts. Translates detailed design into application software. Tests, debugs, and refines the application software to produce the required product. Prepares required documentation, including both program-level and user-level documentation.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's degree or equivalent



24. Help Desk Specialist III

Functional Responsibilities: Performs as an applications programmer on large-scale database management systems, knowledge of computer equipment, and ability to develop complex software to satisfy design objectives. Analyzes application software and design specifications for information process activities. Develops block diagrams and logic flow charts. Translates detailed design into application software. Tests, debugs, and refines the application software to produce the required product. Prepares required documentation, including both program-level and user-level documentation.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's degree or equivalent

25. Information Engineer I

Functional Responsibilities: Implements, upgrades and maintains web sites on the Internet and Intranets. Maintains and monitors web site communication links. Monitors, analyzes and recommends strategies relevant to traffic in and out of the web site. Insures that firewall mechanisms, virus protection and other security mechanisms operate effectively. Performs in all phases of Internet and Intranet site implementation and connection. Must have knowledge of telecommunications and local area network protocols. Must have extensive knowledge of security devices and mechanisms.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's Degree or equivalent

26. Information Engineer II

Functional Responsibilities: Implements, upgrades and maintains web sites on the Internet and Intranets. Maintains and monitors web site communication links. Monitors, analyzes and recommends strategies relevant to traffic in and out of the web site. Insures that firewall mechanisms, virus protection and other security mechanisms operate effectively. Performs in all phases of Internet and Intranet site implementation and connection. Must have knowledge of telecommunications and local area network protocols. Must have extensive knowledge of security devices and mechanisms.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's Degree or equivalent

27. Information Engineer III

Functional Responsibilities: Performs as an applications programmer on large-scale database management systems, knowledge of computer equipment, and ability to develop complex software to satisfy design objectives. Analyzes application software and design specifications for information process activities. Develops block diagrams and logic flow charts. Translates detailed design into application software. Tests, debugs, and refines the application software to produce the required product. Prepares required documentation, including both program-level and user-level documentation.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's Degree or equivalent



28. Network Administrator I

Functional Responsibilities: Designs, evaluates, formulates the acquisition of, installs, provides overall support of LANs and WANs. Performs project planning, cost analysis and all aspects of large-scale projects. Designs, tests, and implements large scale LAN and WAN networks.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's Degree or equivalent

29. Network Administrator II

Functional Responsibilities: Administers, evaluates, installs, maintains and provides overall support for LANs and WANs. Designs, test and implements interface programs, develops security procedures, and regulates usage. Performs planning, cost analysis and all aspects of large scale projects. Designs, tests, and implements large scale LAN and WAN network applications and troubleshoots problem areas. Coordinates network policy, procedures, and standards.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's degree or equivalent

30. Network Administrator III

Functional Responsibilities: Administers, evaluates, installs, maintains and provides overall support for LANs and WANs. Designs, test and implements interface programs, develops security procedures, and regulates usage. Performs planning, cost analysis and all aspects of large scale projects. Designs, tests, and implements large scale LAN and WAN network applications and troubleshoots problem areas. Coordinates network policy, procedures, and standards.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's Degree or equivalent

31. Network Analyst, I

Functional Responsibilities: Designs, evaluates, formulates the acquisition of, installs, provides overall support of LANs and WANs. Performs project planning, cost analysis and all aspects of large-scale projects. Designs, tests, and implements large scale LAN and WAN networks.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's degree or equivalent

32. Network Analyst, II

Functional Responsibilities: Designs, evaluates, formulates the acquisition of, installs, provides overall support of LANs and WANs. Performs project planning, cost analysis and all aspects of large-scale projects. Designs, tests, and implements large scale LAN and WAN networks.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's degree or equivalent



33. Network Analyst, III

Functional Responsibilities: Designs, evaluates, formulates the acquisition of, installs, provides overall support of LANs and WANs. Performs project planning, cost analysis and all aspects of large-scale projects. Designs, tests, and implements large scale LAN and WAN networks.

Minimum Experience: 6 years of relevant experience

Minimum Education: Bachelor's degree or equivalent

34. Network Engineer I

Functional Responsibilities: Assists in configuring new LAN systems from unassembled major components as received from the vendor as part of pre-installation processing. Assists in installing expansion boards, disk drives, interface hardware, cable connectors, monitors, printers, and other microcomputer hardware components in accordance with standards and specifications; assists in installing commercial LAN applications-software packages; and configures target LAN systems as necessary, to support effective use of the installed software. Package installation may include directory of files creation, AUTOEXEC.BAT adjustments, menu utilities and commands, and other required software modifications. Maintains records of LAN installations, modifications, and hardware/software configurations in accordance with standards and requirements, and assists in required testing of installed hardware and software in preparation for delivery of new or modified LAN configurations prior to delivery to the end user.

Minimum Experience: 2 years of relevant experience
Associate's degree or equivalent

35. Network Engineer II

Functional Responsibilities: Assists in configuring new LAN systems from unassembled major components as received from the vendor as part of pre-installation processing. Assists in installing expansion boards, disk drives, interface hardware, cable connectors, monitors, printers, and other microcomputer hardware components in accordance with standards and specifications; assists in installing commercial LAN applications-software packages; and configures target LAN systems as necessary, to support effective use of the installed software. Package installation may include directory of files creation, AUTOEXEC.BAT adjustments, menu utilities and commands, and other required software modifications. Maintains records of LAN installations, modifications, and hardware/software configurations in accordance with standards and requirements, and assists in required testing of installed hardware and software in preparation for delivery of new or modified LAN configurations prior to delivery to the end user.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's degree or equivalent

36. Network Engineer III

Functional Responsibilities: Assists in configuring new LAN systems from unassembled major components as received from the vendor as part of pre-installation processing. Assists in installing expansion boards, disk drives, interface hardware, cable connectors, monitors, printers, and other microcomputer hardware components in accordance with standards and specifications; assists in installing commercial LAN applications-software packages; and configures target LAN systems as necessary, to support effective use of the installed software. Package installation may include directory of files creation, AUTOEXEC.BAT adjustments, menu utilities and commands, and other required software modifications. Maintains records of LAN installations, modifications, and hardware/software configurations in accordance with standards and requirements, and assists in required testing of



installed hardware and software in preparation for delivery of new or modified LAN configurations prior to delivery to the end user.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's degree or equivalent

37. Program Analyst I

Functional Responsibilities: Applies Program Analysis and fundamental principles, techniques and practices of statistical, budgeting, and economics in making analytical and evaluative studies. Performs related functions in planning, programming and budgeting process, trace methodology, program planning and analysis, financial management systems, cost analysis, or management techniques.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's Degree or equivalent.

38. Program Analyst II

Functional Responsibilities: Applies Program Analysis and fundamental principles, techniques and practices of statistical, budgeting, and economics in making analytical and evaluative studies. Performs related functions in planning, programming and budgeting process, trace methodology, program planning and analysis, financial management systems, cost analysis, or management techniques.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's Degree or equivalent.

39. Program Analyst III

Functional Responsibilities: Applies Program Analysis and fundamental principles, techniques and practices of statistical, budgeting, and economics in making analytical and evaluative studies. Performs related functions in planning, programming and budgeting process, trace methodology, program planning and analysis, financial management systems, cost analysis, or management techniques.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's Degree or equivalent.

40. Program Manager I

Functional Responsibilities: Perform day-to-day management of assigned delivery orders projects that involve multi-disciplinary teams involving technology, program scheduling, budget management and subcontractor interactions.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's Degree or equivalent.



41. Program Manager II

Functional Responsibilities: Perform day-to-day management of assigned delivery orders projects that involve multi-disciplinary teams involving technology, program scheduling, budget management and subcontractor interactions.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's Degree or equivalent.

42. Program Manager III

Functional Responsibilities: Perform day-to-day management of assigned delivery orders projects that involve multi-disciplinary teams involving technology, program scheduling, budget management and subcontractor interactions.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's Degree or equivalent.

43. Project Manager I

Functional Responsibilities: Perform day-to-day management of assigned delivery orders projects that involve multi-disciplinary teams, program scheduling, budget management, and subcontractor interactions. Under limited supervision, responsible for all aspects of performance (i.e., technical, contractual, administrative, financial). Consults with the customer to ensure conformity to contractual obligations, establishes and maintains technical and financial reports to show progress of projects to management and customers, organizes and assigns responsibilities to subordinates, oversees the successful completion of all assigned tasks, and assumes the initiative and provides support to marketing personnel in identifying and acquiring potential business.

Minimum/General Experience: 2 years

Minimum Education: Associate's Degree or equivalent.

44. Project Manager II

Functional Responsibilities: Perform day-to-day management of assigned delivery orders projects that involve multi-disciplinary teams, program scheduling, budget management, and subcontractor interactions. Under limited supervision, responsible for all aspects of performance (i.e., technical, contractual, administrative, financial). Consults with the customer to ensure conformity to contractual obligations, establishes and maintains technical and financial reports to show progress of projects to management and customers, organizes and assigns responsibilities to subordinates, oversees the successful completion of all assigned tasks, and assumes the initiative and provides support to marketing personnel in identifying and acquiring potential business.

Minimum/General Experience: 4 years

Minimum Education: Bachelor's Degree or equivalent

45. Project Manager III

Functional Responsibilities: Perform day-to-day management of assigned delivery orders projects that involve multi-disciplinary teams, program scheduling, budget management, and subcontractor interactions. Under limited



supervision, responsible for all aspects of performance (i.e., technical, contractual, administrative, financial). Consults with the customer to ensure conformity to contractual obligations, establishes and maintains technical and financial reports to show progress of projects to management and customers, organizes and assigns responsibilities to subordinates, oversees the successful completion of all assigned tasks, and assumes the initiative and provides support to marketing personnel in identifying and acquiring potential business.

Minimum/General Experience: 6 years

Minimum Education: Master's Degree or equivalent

46. Programmer I

Functional Responsibilities: Plans, conducts and coordinates major scientific programming applications of considerable complexity requiring a thorough understanding of all parameters affecting and interfacing with the application. Provides technical advice and consultation on difficult scientific programming applications to other staff members. Conceptualizes, develops and implements complex scientific program designs. May participate in developing scientific programming and documentation standards. May prepare costs analyses and justifications for programming projects. Coordinates with computer operations staff to resolve program malfunctions encountered in operational runs. Corrects program errors by reviewing instructions or altering sequence of operations. May define test schedules and test data requirements to verify logic of new or modified programs. May analyze and improve existing programs. May provide work leadership for lower level employees.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's Degree or equivalent.

47. Programmer II

Functional Responsibilities: Plans, conducts and coordinates major scientific programming applications of considerable complexity requiring a thorough understanding of all parameters affecting and interfacing with the application. Provides technical advice and consultation on difficult scientific programming applications to other staff members. Conceptualizes, develops and implements complex scientific program designs. May participate in developing scientific programming and documentation standards. May prepare costs analyses and justifications for programming projects. Coordinates with computer operations staff to resolve program malfunctions encountered in operational runs. Corrects program errors by reviewing instructions or altering sequence of operations. May define test schedules and test data requirements to verify logic of new or modified programs. May analyze and improve existing programs. May provide work leadership for lower level employees.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's Degree or equivalent.

48. Programmer III

Functional Responsibilities: Plans, conducts and coordinates major scientific programming applications of considerable complexity requiring a thorough understanding of all parameters affecting and interfacing with the application. Provides technical advice and consultation on difficult scientific programming applications to other staff members. Conceptualizes, develops and implements complex scientific program designs. May participate in developing scientific programming and documentation standards. May prepare costs analyses and justifications for programming projects. Coordinates with computer operations staff to resolve program malfunctions encountered in operational runs. Corrects program errors by reviewing instructions or altering sequence of operations. May define test schedules and test data requirements to verify logic of new or modified programs. May analyze and improve existing programs. May provide work leadership for lower level employees.

Minimum Experience: 6 years of relevant experience



Minimum Education: Master's Degree or equivalent.

49. Records Management Specialist I

Functional Responsibilities: Works independently designing and developing new software products or major enhancements to existing software. May lead a large development team in the design of highly complex software systems. Acts as highest-level technical expert, addressing problems of systems integration, compatibility, and multiple platforms. Responsible for project completion. Performs feasibility analysis on potential future projects to management.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's Degree or equivalent.

50. Records Management Specialist II

Functional Responsibilities: Works independently designing and developing new software products or major enhancements to existing software. May lead a large development team in the design of highly complex software systems. Acts as highest-level technical expert, addressing problems of systems integration, compatibility, and multiple platforms. Responsible for project completion. Performs feasibility analysis on potential future projects to management.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's Degree or equivalent.

51. Records Management Specialist III

Functional Responsibilities: Works independently designing and developing new software products or major enhancements to existing software. May lead a large development team in the design of highly complex software systems. Acts as highest-level technical expert, addressing problems of systems integration, compatibility, and multiple platforms. Responsible for project completion. Performs feasibility analysis on potential future projects to management.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's Degree or equivalent.

52. Software Architect I

Functional Responsibilities: Researches, designs, and develops computer software systems, in conjunction with hardware product development, applying principles and techniques of computer science, engineering, and mathematical analysis. Analyzes software requirements to determine the feasibility of a design within requirement constraints. Consults with hardware engineers and other engineering staff members to evaluate interfaces between hardware and software and operational and performance requirements of the overall system. Formulates and designs software systems, using scientific analysis and mathematical models to predict and measure outcomes and consequences of design. Develops and directs software system testing, programming, and documentation. Consults with customers concerning maintenance of software system. Performs object oriented analysis, objected oriented design and object oriented programming to develop computer systems. Develops cost proposals and project status

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's Degree or equivalent.

53. Software Architect II

Functional Responsibilities: Researches, designs, and develops computer software systems, in conjunction with hardware product development, applying principles and techniques of computer science, engineering, and mathematical analysis. Analyzes software requirements to determine the feasibility of a design within requirement constraints. Consults with hardware engineers and other engineering staff members to evaluate interfaces between hardware and software and operational and performance requirements of the overall system. Formulates and designs software systems, using scientific analysis and mathematical models to predict and measure outcomes and consequences of design. Develops and directs software system testing, programming, and documentation. Consults with customers concerning maintenance of software system. Performs object oriented analysis, objected oriented design and object oriented programming to develop computer systems. Develops cost proposals and project status

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's Degree or equivalent.

54. Software Architect III

Functional Responsibilities: Researches, designs, and develops computer software systems, in conjunction with hardware product development, applying principles and techniques of computer science, engineering, and mathematical analysis. Analyzes software requirements to determine the feasibility of a design within requirement constraints. Consults with hardware engineers and other engineering staff members to evaluate interfaces between hardware and software and operational and performance requirements of the overall system. Formulates and designs software systems, using scientific analysis and mathematical models to predict and measure outcomes and consequences of design. Develops and directs software system testing, programming, and documentation. Consults with customers concerning maintenance of software system. Performs object oriented analysis, objected oriented design and object oriented programming to develop computer systems. Develops cost proposals and project status

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's Degree or equivalent.

55. Software Engineer I

Functional Responsibilities: Researches, designs, and develops computer software systems, in conjunction with hardware product development, applying principles and techniques of computer science, engineering, and mathematical analysis. Analyzes software requirements to determine the feasibility of a design within requirement constraints. Consults with hardware engineers and other engineering staff members to evaluate interfaces between hardware and software and operational and performance requirements of the overall system. Formulates and designs software systems, using scientific analysis and mathematical models to predict and measure outcomes and consequences of design. Develops and directs software system testing, programming, and documentation. Consults with customers concerning maintenance of software system. Performs object oriented analysis, objected oriented design and object oriented programming to develop computer systems. Develops cost proposals and project status reports. Develops documentation describing program design, program maintenance, and testing. Writes user manuals and operator manuals.

Minimum Experience: 2 years of relevant experience

Minimum Education: Bachelor's Degree or equivalent.

56. Software Engineer II

Functional Responsibilities: Researches, designs, and develops computer software systems, in conjunction with hardware product development, applying principles and techniques of computer science, engineering, and



mathematical analysis. Analyzes software requirements to determine the feasibility of a design within requirement constraints. Consults with hardware engineers and other engineering staff members to evaluate interfaces between hardware and software and operational and performance requirements of the overall system. Formulates and designs software systems, using scientific analysis and mathematical models to predict and measure outcomes and consequences of design. Develops and directs software system testing, programming, and documentation. Consults with customers concerning maintenance of software system. Performs object oriented analysis, objected oriented design and object oriented programming to develop computer systems. Develops cost proposals and project status reports. Develops documentation describing program design, program maintenance, and testing. Writes user manuals and operator manuals.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's Degree or equivalent.

57. Software Engineer III

Functional Responsibilities: Researches, designs, and develops computer software systems, in conjunction with hardware product development, applying principles and techniques of computer science, engineering, and mathematical analysis. Analyzes software requirements to determine the feasibility of a design within requirement constraints. Consults with hardware engineers and other engineering staff members to evaluate interfaces between hardware and software and operational and performance requirements of the overall system. Formulates and designs software systems, using scientific analysis and mathematical models to predict and measure outcomes and consequences of design. Develops and directs software system testing, programming, and documentation. Consults with customers concerning maintenance of software system. Performs object oriented analysis, objected oriented design and object oriented programming to develop computer systems. Develops cost proposals and project status reports. Develops documentation describing program design, program maintenance, and testing. Writes user manuals and operator manuals.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's Degree or equivalent.

58. Subject Matter Expert I

Functional Responsibilities: Serves as a subject matter technical expert in areas relevant in areas relating to the information technology services efforts. Provide guidance to the technical staff on the functional procedures/processes/policies reflecting detailed knowledge of functional areas included in contract.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's degree or equivalent

59. Subject Matter Expert II

Functional Responsibilities: Serves as a subject matter technical expert in areas relevant in areas relating to the information technology services efforts. Provide guidance to the technical staff on the functional procedures/processes/policies reflecting detailed knowledge of functional areas included in contract.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's degree or equivalent



60. Subject Matter Expert III

Functional Responsibilities: Serves as a subject matter technical expert in areas relevant in areas relating to the information technology services efforts. Provide guidance to the technical staff on the functional procedures/processes/policies reflecting detailed knowledge of functional areas included in contract.

Minimum Experience: 6 years of relevant experience

Minimum Education: Masters' degree or equivalent.

61. Systems Administrator I

Functional Responsibilities: Experience in the preparation of data according to established procedures for computers or other systems processing by a number of different processing routines or a series of complex steps. Also must have experience in the review of inputs and outputs for accuracy and suitability, and in making minor adjustments and/or corrections to improve quality.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's degree or equivalent.

62. Systems Administrator II

Functional Responsibilities: Experience in the preparation of data according to established procedures for computers or other systems processing by a number of different processing routines or a series of complex steps. Also must have experience in the review of inputs and outputs for accuracy and suitability, and in making minor adjustments and/or corrections to improve quality.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's degree or equivalent.

63. Systems Administrator III

Functional Responsibilities: Experience in the preparation of data according to established procedures for computers or other systems processing by a number of different processing routines or a series of complex steps. Also must have experience in the review of inputs and outputs for accuracy and suitability, and in making minor adjustments and/or corrections to improve quality.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's degree or equivalent.

64. Systems Analyst, I

Functional Responsibilities: Systems analysts implement, maintain, and support IT and information systems to meet the business needs of organizations and scale as organizations grow. They analyze and create tests, and develop specifications and requirements for developers and programmers to follow.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's degree or equivalent.



65. Systems Analyst, II

Functional Responsibilities:

Functional Responsibilities: Systems analysts implement, maintain, and support IT and information systems to meet the business needs of organizations and scale as organizations grow. They analyze and create tests, and develop specifications and requirements for developers and programmers to follow.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's degree or equivalent.

66. Systems Analyst, III

Functional Responsibilities: Experience in the preparation of data according to established procedures for computer or other processing by a number of different processing routines or a series of complex steps. Also must have experience in the review of inputs and outputs for accuracy and suitability, and in making minor adjustments and/or corrections to improve quality.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's degree or equivalent.

67. Systems Architect I

Functional Responsibilities: Provide overall technical direction in systems engineering and in the development of technology architectures for a variety of hardware and software programs. Evaluate organizational work and information flows to determine the optimum technology architecture for the system. Provide guidance and direction to management and to system architects and hardware/software developers. Supports research and analysis functions. Participates in the integration and configuration of computing and communications equipment. Participates in the development of applications software.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's degree or equivalent.

68. Systems Architect II

Functional Responsibilities: Provide overall technical direction in systems engineering and in the development of technology architectures for a variety of hardware and software programs. Evaluate organizational work and information flows to determine the optimum technology architecture for the system. Provide guidance and direction to management and to system architects and hardware/software developers. Supports research and analysis functions. Participates in the integration and configuration of computing and communications equipment. Participates in the development of applications software.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's degree or equivalent

69. Systems Architect III

Functional Responsibilities: Provide overall technical direction in systems engineering and in the development of technology architectures for a variety of hardware and software programs. Evaluate organizational work and information flows to determine the optimum technology architecture for the system. Provide guidance and direction to management and to system architects and hardware/software developers. Supports research and analysis



functions. Participates in the integration and configuration of computing and communications equipment. Participates in the development of applications software.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's degree or equivalent

70. Systems Engineer I

Functional Responsibilities: Analyses functional business applications and design specifications for functional activities. Translates detailed system design specifications into Web-based applications. Integrates Web-based application tools to support customer business processes/needs. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improved performance efficiency.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's degree or equivalent.

71. Systems Engineer II

Functional Responsibilities: Analyses functional business applications and design specifications for functional activities. Translates detailed system design specifications into Web-based applications. Integrates Web-based application tools to support customer business processes/needs. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improved performance efficiency.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's degree or equivalent.

72. Systems Engineer III

Functional Responsibilities: Analyses functional business applications and design specifications for functional activities. Translates detailed system design specifications into Web-based applications. Integrates Web-based application tools to support customer business processes/needs. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improved performance efficiency.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's degree or equivalent.

73. Systems Integrator I

Functional Responsibilities: Analyses functional business applications and design specifications for functional activities. Related experience in documentation efforts involving any combination of: systems analysis and design, programming, conversion and implementation support, network services, project management, data/records management, resources and facilities management, database planning and design.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's degree or equivalent



74. Systems Integrator II

Functional Responsibilities: Analyses functional business applications and design specifications for functional activities. Related experience in documentation efforts involving any combination of: systems analysis and design, programming, conversion and implementation support, network services, project management, data/records management, resources and facilities management, database planning and design.

Minimum Experience: 4 years of relevant experience

Minimum Education: Associate's degree or equivalent

75. Systems Integrator III

Functional Responsibilities: Analyses functional business applications and design specifications for functional activities. Related experience in documentation efforts involving any combination of: systems analysis and design, programming, conversion and implementation support, network services, project management, data/records management, resources and facilities management, database planning and design.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's degree or equivalent

76. Tech Writer I

Functional Responsibilities: Writes descriptive and clear content for complex subjects such as products services technology what concepts they research write and edit documents manuals guides articles and other types of content for a broad audience they often have experience or knowledge in a highly technical field such as computer science software development or engineering they were both me independently and collaboratively as a part of a team and they generate innovative ideas for content strategy and scoping

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's degree or equivalent

77. Tech Writer II

Functional Responsibilities: Writes descriptive and clear content for complex subjects such as products services technology what concepts they research write and edit documents manuals guides articles and other types of content for a broad audience they often have experience or knowledge in a highly technical field such as computer science software development or engineering they were both me independently and collaboratively as a part of a team and they generate innovative ideas for content strategy and scoping

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's degree or equivalent

78. Tech Writer III

Functional Responsibilities: Writes descriptive and clear content for complex subjects such as products services technology what concepts they research write and edit documents manuals guides articles and other types of content for a broad audience they often have experience or knowledge in a highly technical field such as computer science



software development or engineering they were both me independently and collaboratively as a part of a team and they generate innovative ideas for content strategy and scoping

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's degree or equivalent

79. Web Designer I

Functional Responsibilities: Responsible for designing the website layout visual elements and usability, creates visual appealing streamlined and easy to use websites, create information architectures and establish sites structure and hierarchy with visual designs to make the site pleasing and easy to use, ensures the experience supports the quality users experience.

Minimum Experience: 2 year of relevant experience

Minimum Education: Associate's degree or equivalent

80. Web Designer II

Functional Responsibilities: Responsible for designing the website layout visual elements and usability, creates visual appealing streamlined and easy to use websites, create information architectures and establish sites structure and hierarchy with visual designs to make the site pleasing and easy to use, ensure the experience supports the quality users experience

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's degree or equivalent

81. Web Designer III

Functional Responsibilities: Responsible for designing the website layout visual elements and usability, creates visual appealing streamlined and easy to use websites, create information architectures and establish sites structure and hierarchy with visual designs to make the site pleasing and easy to use, ensure the experience supports the quality users experience

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's degree or equivalent



GSA MAS Price List

B. Special Item No. 541611

Program Manager I	\$133.09
Program Manager II	\$147.77
Program Manager III	\$163.20
Project Manager I	\$133.09
Project Manager II	\$147.77
Project Manager III	\$163.20
Task Leader I	\$105.31
Task Leader II	\$117.38
Task Leader III	\$129.46
Technical Writer/Editor I	\$113.16
Technical Writer/Editor II	\$130.99
Technical Writer/Editor III	\$148.72
Management Analyst I	\$75.30
Management Analyst II	\$89.54
Management Analyst III	\$101.52
Configuration Management Specialist I	\$88.97
Configuration Management Specialist II	\$103.99
Configuration Management Specialist III	\$114.02
Quality Assurance Specialist I	\$105.79
Quality Assurance Specialist II	\$113.39
Quality Assurance Specialist III	\$119.75
Data Analyst I	\$91.00
Data Analyst II	\$109.08
Data Analyst III	\$117.68
Cost Analyst I	\$91.06
Cost Analyst II	\$112.97
Cost Analyst III	\$133.84
Administrative Specialist I	\$70.05
Administrative Specialist II	\$80.08
Administrative Specialist III	\$93.25
Financial Analyst I	\$71.42
Financial Analyst II	\$87.81
Financial Analyst III	\$95.87
Subject Matter Expert I	\$141.38
Subject Matter Expert II	\$150.14
Subject Matter Expert III	\$161.66

GSA MAS Labor Category Descriptions

Special Item No. 541611 Business, Administrative and Management Services

82. Program Manager I

Functional Responsibilities: Perform day-to-day management of assigned delivery orders projects that involve, multi-disciplinary teams involving technology, program scheduling, budget management, and subcontractor interactions.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's Degree or equivalent.

83. Program Manager II

Functional Responsibilities: Perform day-to-day management of assigned delivery orders projects that involve, multi-disciplinary teams involving technology, program scheduling, budget management, and subcontractor interactions.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's Degree or equivalent.

84. Program Manager III

Functional Responsibilities: Perform day-to-day management of assigned delivery orders projects that involve, multi-disciplinary teams involving technology, program scheduling, budget management, and subcontractor interactions.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's Degree or equivalent.

85. Project Manager I

Functional Responsibilities: Responsible for a large, complex task order (or a group of task orders affecting the same common/standard/migration system) and shall assist the Program Manager in working with the Government Contracting Officer's Representative (COR), the task order level COR(s), government management personnel and customer agency representatives. Responsible for the overall management of the specific task order(s) and insuring that the technical solutions and schedules in the task order are implemented in a timely manner. Performs enterprise wide horizontal integration planning and interfaces to other functional systems. Directs completion of tasks within estimated time frames and budget constraints. Schedules and assigns duties to subordinates and subcontractors and ensures assignments are completed as directed. Enforces work standards and reviews/resolves work discrepancies to ensure compliance with contract requirements. Reports in writing and orally to contractor management and Government representatives. Provides competent leadership and responsible program direction through successful performance of a variety of detailed, diverse elements of project transition. Plans and directs related technological improvements and project management implementation. Manages a diverse group of functional activities, subordinate groups of technical and administrative personnel. Provides business, technical, and personnel management across multiple projects, such as engineering studies, computer applications and systems development.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's Degree.

86. Project Manager II

Functional Responsibilities: Responsible for a large, complex task order (or a group of task orders affecting the same common/standard/migration system) and shall assist the Program Manager in working with the Government Contracting Officer's Representative (COR), the task order level COR(s), government management personnel and customer agency representatives. Responsible for the overall management of the specific task order(s) and insuring that the technical solutions and schedules in the task order are implemented in a timely manner. Performs enterprise wide horizontal integration planning and interfaces to other functional systems. Directs completion of tasks within estimated time frames and budget constraints. Schedules and assigns duties to subordinates and subcontractors and ensures assignments are completed as directed. Enforces work standards and reviews/resolves work discrepancies to ensure compliance with contract requirements. Reports in writing and orally to contractor management and Government representatives. Provides competent leadership and responsible program direction through successful performance of a variety of detailed, diverse elements of project transition. Plans and directs related technological improvements and project management implementation. Manages a diverse group of functional activities, subordinate groups of technical and administrative personnel. Provides business, technical, and personnel management across multiple projects, such as engineering studies, computer applications and systems development.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's Degree.

87. Project Manager III

Functional Responsibilities: Responsible for a large, complex task order (or a group of task orders affecting the same common/standard/migration system) and shall assist the Program Manager in working with the Government Contracting Officer's Representative (COR), the task order level COR(s), government management personnel and customer agency representatives. Responsible for the overall management of the specific task order(s) and insuring that the technical solutions and schedules in the task order are implemented in a timely manner. Performs enterprise wide horizontal integration planning and interfaces to other functional systems. Directs completion of tasks within estimated time frames and budget constraints. Schedules and assigns duties to subordinates and subcontractors and ensures assignments are completed as directed. Enforces work standards and reviews/resolves work discrepancies to ensure compliance with contract requirements. Reports in writing and orally to contractor management and Government representatives. Provides competent leadership and responsible program direction through successful performance of a variety of detailed, diverse elements of project transition. Plans and directs related technological improvements and project management implementation. Manages a diverse group of functional activities, subordinate groups of technical and administrative personnel. Provides business, technical, and personnel management across multiple projects, such as engineering studies, computer applications and systems development.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's Degree.

88. Task Leader I

Functional Responsibilities: Ensures successful task completion within the scheduled timeframe consistent with the established scope of work to include technical solutions. Applies knowledge of the entire customer organization to recommend and coordinate development, enhancement and maintenance of systems and processes. Develops project plans and milestones, status reports and other deliverables, and monitors the execution of the task for quality and against planned timelines.



Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's Degree.

89. Task Leader II

Functional Responsibilities: Ensures successful task completion within the scheduled timeframe consistent with the established scope of work to include technical solutions. Applies knowledge of the entire customer organization to recommend and coordinate development, enhancement and maintenance of systems and processes. Develops project plans and milestones, status reports and other deliverables, and monitors the execution of the task for quality and against planned timelines.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's Degree.

90. Task Leader III

Functional Responsibilities: Ensures successful task completion within the scheduled timeframe consistent with the established scope of work to include technical solutions. Applies knowledge of the entire customer organization to recommend and coordinate development, enhancement and maintenance of systems and processes. Develops project plans and milestones, status reports and other deliverables, and monitors the execution of the task for quality and against planned timelines.

Minimum Experience: 4 years of relevant experience

Minimum Education: Master's Degree.

91. Technical Writer I

Functional Responsibilities: Gathers, analyzes, and composes complex technical information. Conducts research and ensures the use of proper technical terminology. Translates technical information into clear, readable documents to be used by technical and non-technical personnel. Organizes material and writes descriptive copy according to establish standards regarding order, clarity, conciseness, style, and terminology. Selects photographs, drawings, sketches, diagrams, and charts to illustrate material. Develops communications materials for publications, internet, strategic initiatives, user manuals, training materials, installation guides, white papers, reports, etc. Develops, writes, and edits functional descriptions, system specifications, special reports, or any other customer deliverables and documents. Provides technical writing support and deciphers directions provided on scripted storyboards, specifications, etc. Reviews documents for technical accuracy in accordance with applicable regulations.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's Degree.

92. Technical Writer II

Functional Responsibilities: Gathers, analyzes, and composes complex technical information. Conducts research and ensures the use of proper technical terminology. Translates technical information into clear, readable documents to be used by technical and non-technical personnel. Organizes material and writes descriptive copy according to establish standards regarding order, clarity, conciseness, style, and terminology. Selects photographs, drawings,



sketches, diagrams, and charts to illustrate material. Develops communications materials for publications, internet, strategic initiatives, user manuals, training materials, installation guides, white papers, reports, etc. Develops, writes, and edits functional descriptions, system specifications, special reports, or any other customer deliverables and documents. Provides technical writing support and deciphers directions provided on scripted storyboards, specifications, etc. Reviews documents for technical accuracy in accordance with applicable regulations.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's Degree.

93. Technical Writer III

Functional Responsibilities: Gathers, analyzes, and composes complex technical information. Conducts research and ensures the use of proper technical terminology. Translates technical information into clear, readable documents to be used by technical and non-technical personnel. Organizes material and writes descriptive copy according to establish standards regarding order, clarity, conciseness, style, and terminology. Selects photographs, drawings, sketches, diagrams, and charts to illustrate material. Develops communications materials for publications, internet, strategic initiatives, user manuals, training materials, installation guides, white papers, reports, etc. Develops, writes, and edits functional descriptions, system specifications, special reports, or any other customer deliverables and documents. Provides technical writing support and deciphers directions provided on scripted storyboards, specifications, etc. Reviews documents for technical accuracy in accordance with applicable regulations.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's Degree.

94. Management Specialist I

Functional Responsibilities: Develops and conducts complex qualitative and quantitative studies, research and analysis to evaluate, integrate or improve program/project productivity. Identifies and develops methods, plans, and documentation to streamline operating procedures, reports and systems to improve operations, achieve savings, and encourage long range planning to assure the program/project produce results in a cost effective manner.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's Degree.

95. Management Specialist II

Functional Responsibilities: Develops and conducts complex qualitative and quantitative studies, research and analysis to evaluate, integrate or improve program/project productivity. Identifies and develops methods, plans, and documentation to streamline operating procedures, reports and systems to improve operations, achieve savings, and encourage long range planning to assure the program/project produce results in a cost effective manner.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's Degree.

96. Management Specialist III

Functional Responsibilities: Develops and conducts complex qualitative and quantitative studies, research and analysis to evaluate, integrate or improve program/project productivity. Identifies and develops methods, plans, and



documentation to streamline operating procedures, reports and systems to improve operations, achieve savings, and encourage long range planning to assure the program/project produce results in a cost effective manner.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's Degree.

97. Configuration Management Specialist I

Functional Responsibilities: Develops and conducts complex qualitative and quantitative studies, research and analysis to evaluate, integrate or improve program/project productivity. Identifies and develops methods, plans, and documentation to streamline operating procedures, reports and systems to improve operations, achieve savings, and encourage long range planning to assure the program/project produce results in a cost effective manner.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's Degree.

98. Configuration Management Specialist II

Functional Responsibilities: Develops and conducts complex qualitative and quantitative studies, research and analysis to evaluate, integrate or improve program/project productivity. Identifies and develops methods, plans, and documentation to streamline operating procedures, reports and systems to improve operations, achieve savings, and encourage long range planning to assure the program/project produce results in a cost effective manner.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's Degree.

99. Configuration Management Specialist III

Functional Responsibilities: Develops and conducts complex qualitative and quantitative studies, research and analysis to evaluate, integrate or improve program/project productivity. Identifies and develops methods, plans, and documentation to streamline operating procedures, reports and systems to improve operations, achieve savings, and encourage long range planning to assure the program/project produce results in a cost effective manner.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's Degree.

100. Quality Assurance Specialist

Functional Responsibilities: Demonstrates experience and ability to use analytical processes and methodologies to identify errors and evaluate them for quality and efficiency throughout the project. Applies Government regulations, manuals, and standards relating to quality assurance. Develops, monitors, evaluates and implements quality assurance plans and systems, key performance based system metrics, and conducts formal and informal reviews.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's Degree.

101. Quality Assurance Specialist

Functional Responsibilities: Demonstrates experience and ability to use analytical processes and methodologies to identify errors and evaluate them for quality and efficiency throughout the project. Applies Government regulations,



manuals, and standards relating to quality assurance. Develops, monitors, evaluates and implements quality assurance plans and systems, key performance based system metrics, and conducts formal and informal reviews.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's Degree.

102. Quality Assurance Specialist

Functional Responsibilities: Demonstrates experience and ability to use analytical processes and methodologies to identify errors and evaluate them for quality and efficiency throughout the project. Applies Government regulations, manuals, and standards relating to quality assurance. Develops, monitors, evaluates and implements quality assurance plans and systems, key performance based system metrics, and conducts formal and informal reviews.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's Degree.

103. Data Analyst I

Functional Responsibilities: Applies extensive knowledge and experience to obtain, integrate and report client data; develops and applies analytic methodologies and principles. Leads the application of analytic techniques and helps define project objectives and strategic direction. Resolves complex problems which require an in-depth knowledge of analytic methodologies and principles. Analyzes data, formulates conclusions and recommendations, designs and develops materials, and evaluates effectiveness in accordance with stated guidelines, specifications, and models. Conducts research, data gathering, and technical reviews. Produces written deliverables to include reports, spreadsheets, databases, formal process mapping, technical design, system testing and implementation activities. Troubleshoot issues in reports related to data. Assimilates, integrates, and interfaces technical knowledge with business / systems requirements.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's Degree.

104. Data Analyst II

Functional Responsibilities: Applies extensive knowledge and experience to obtain, integrate and report client data; develops and applies analytic methodologies and principles. Leads the application of analytic techniques and helps define project objectives and strategic direction. Resolves complex problems which require an in-depth knowledge of analytic methodologies and principles. Analyzes data, formulates conclusions and recommendations, designs and develops materials, and evaluates effectiveness in accordance with stated guidelines, specifications, and models. Conducts research, data gathering, and technical reviews. Produces written deliverables to include reports, spreadsheets, databases, formal process mapping, technical design, system testing and implementation activities. Troubleshoot issues in reports related to data. Assimilates, integrates, and interfaces technical knowledge with business / systems requirements.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's Degree.

105. Data Analyst III

Functional Responsibilities: Applies extensive knowledge and experience to obtain, integrate and report client data; develops and applies analytic methodologies and principles. Leads the application of analytic techniques and helps define project objectives and strategic direction. Resolves complex problems which require an in-depth knowledge of analytic methodologies and principles. Analyzes data, formulates conclusions and recommendations, designs and develops materials, and evaluates effectiveness in accordance with stated guidelines, specifications, and models.



Conducts research, data gathering, and technical reviews. Produces written deliverables to include reports, spreadsheets, databases, formal process mapping, technical design, system testing and implementation activities. Troubleshoot issues in reports related to data. Assimilates, integrates, and interfaces technical knowledge with business / systems requirements.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's Degree.

106. Cost Analyst I

Functional Responsibilities: Provides cost estimating and analysis support in areas such as existing pricing and rate structures. Understands activities which occur during the total acquisition life cycle, and conducts analytical studies involving complex technical parameters, logistics requirements, schedules constraints and similar cost-influencing factors. Evaluates budget and financial systems, procurement specifications and contractual obligations to the extent they affect cost. Has knowledge of the cost estimating environment including industry and particularly government cost analysis organizations, data sources, and cost data utilization.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's Degree.

107. Cost Analyst II

Functional Responsibilities: Provides cost estimating and analysis support in areas such as existing pricing and rate structures. Understands activities which occur during the total acquisition life cycle, and conducts analytical studies involving complex technical parameters, logistics requirements, schedules constraints and similar cost-influencing factors. Evaluates budget and financial systems, procurement specifications and contractual obligations to the extent they affect cost. Has knowledge of the cost estimating environment including industry and particularly government cost analysis organizations, data sources, and cost data utilization.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelors Degree.

108. Cost Analyst III

Functional Responsibilities: Provides cost estimating and analysis support in areas such as existing pricing and rate structures. Understands activities which occur during the total acquisition life cycle, and conducts analytical studies involving complex technical parameters, logistics requirements, schedules constraints and similar cost-influencing factors. Evaluates budget and financial systems, procurement specifications and contractual obligations to the extent they affect cost. Has knowledge of the cost estimating environment including industry and particularly government cost analysis organizations, data sources, and cost data utilization.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's Degree.

109. Administrative Specialists I

Functional Responsibilities: Performs administrative duties as required such as writing memos, filing, typing, and copying documents. Develops spreadsheets, maintains program, project, and task files, technical support information for program, project managers. Organizes and maintains calendars for one or more managers, schedules meetings, takes meeting notes and distributes to attendees. Prepares correspondence, briefs, and reports and assists with planning, initiation, and tracking of task assignments and associated data.

Minimum Experience: 2 years of relevant experience



Minimum Education: Associate's Degree

110. Administrative Specialists II

Functional Responsibilities: Performs administrative duties as required such as writing memos, filing, typing, and copying documents. Develops spreadsheets, maintains program, project, and task files, technical support information for program, project managers. Organizes and maintains calendars for one or more managers, schedules meetings, takes meeting notes and distributes to attendees. Prepares correspondence, briefs, and reports and assists with planning, initiation, and tracking of task assignments and associated data.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's Degree

111. Administrative Specialists III

Functional Responsibilities: Performs administrative duties as required such as writing memos, filing, typing, and copying documents. Develops spreadsheets, maintains program, project, and task files, technical support information for program, project managers. Organizes and maintains calendars for one or more managers, schedules meetings, takes meeting notes and distributes to attendees. Prepares correspondence, briefs, and reports and assists with planning, initiation, and tracking of task assignments and associated data.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master's Degree

112. Financial Analyst I

Functional Responsibilities: Analyzes acquisition financial information flows; designs and operates financial systems; performs special studies; and reports results to improve the overall operational and financial effectiveness for the program/project. Analyzes and interprets financial data to determine cost benefits, performance, trends and for forecast financial probability. Records, classifies, and summarizes financial transactions and events in accordance with generally accepted accounting principles, and applicable laws and regulations

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate's Degree

113. Financial Analyst II

Functional Responsibilities: Analyzes acquisition financial information flows; designs and operates financial systems; performs special studies; and reports results to improve the overall operational and financial effectiveness for the program/project. Analyzes and interprets financial data to determine cost benefits, performance, trends and for forecast financial probability. Records, classifies, and summarizes financial transactions and events in accordance with generally accepted accounting principles, and applicable laws and regulations

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor's Degree

114. Financial Analyst III

Functional Responsibilities: Analyzes acquisition financial information flows; designs and operates financial systems; performs special studies; and reports results to improve the overall operational and financial effectiveness for the program/project. Analyzes and interprets financial data to determine cost benefits, performance, trends and for forecast financial probability. Records, classifies, and summarizes financial transactions and events in accordance with generally accepted accounting principles, and applicable laws and regulations

Minimum Experience: 6 years of relevant experience



Minimum Education: Master’s Degree

115. Subject Matter Expert I

Functional Responsibilities: Serves as a subject matter technical expert in areas relevant in areas relating to the information technology services efforts. Provide guidance to the technical staff on the functional procedures/processes/policies reflecting detailed knowledge of functional areas included in contract.

Minimum Experience: 2 years of relevant experience

Minimum Education: Associate’s degree or equivalent

116. Subject Matter Expert II

Functional Responsibilities: Serves as a subject matter technical expert in areas relevant in areas relating to the information technology services efforts. Provide guidance to the technical staff on the functional procedures/processes/policies reflecting detailed knowledge of functional areas included in contract.

Minimum Experience: 4 years of relevant experience

Minimum Education: Bachelor’s degree or equivalent

117. Subject Matter Expert III

Functional Responsibilities: Serves as a subject matter technical expert in areas relevant in areas relating to the information technology services efforts. Provide guidance to the technical staff on the functional procedures/processes/policies reflecting detailed knowledge of functional areas included in contract.

Minimum Experience: 6 years of relevant experience

Minimum Education: Master’s degree or equivalent

ALLOWABLE SUBSTITUTION OF EDUCATION AND EXPERIENCE

The minimum education and experience will be met when the educational equivalencies in the tables below are considered.

An individual’s educational achievement in excess of minimal requirements can be substituted for experience requirements:

Minimal Education Requirement	Individual’s Actual Education Achievement	Additional Years of Experience Credited the Employee
MA/MS	PhD.	4
BA/BS	PhD.	6
BA/BS	MA/MS	2
HS/GED	BA/BS	4



An individual's experience in excess of minimum requirements can compensate for educational requirements:

Individual's Actual Education Achievement	Minimal Education Requirement	Additional Years of Experience Over the Minimum Requirement for Minimum Educational Equivalency
MA/MS	PhD.	4
BA/BS	PhD.	6
BA/BS	MA/MS	2
HS/GED	BA/BS	4