

General Services Administration
WORLDWIDE FEDERAL SUPPLY SCHEDULE
FOR
INFORMATION TECHNOLOGY
FSC Group: 70



HII Mission Driven Innovative Solutions Inc.
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Phone: (256) 922-0200 // Fax: (256) 922-3574

Contract Number: 47QTCA18D008U
Contract Period: 20 March 2018 – 19 March 2023

Price List Current through PO-0001
Date: August 27, 2018



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



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

**Special Item No. (SIN) 132-51 Information Technology Professional Services
Special Item No. (SIN) 70-500 Order Level Materials**

1 INFORMATION FOR ORDERING OFFICES

1.1 Small Business Participation

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

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

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

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

1.2 Geographic Scope of Contract

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

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

Contractor will provide domestic and overseas delivery.

1.3 Contractor's Ordering Address

HII Mission Driven Innovative Solutions Inc.
635 Discovery Drive
Huntsville, AL 35806-2802

Fax to: (703) 539-3393

Attention: Cynthia Milstead, cynthia.milstead@hii-tsd.com, (703) 539-3068; or
Timothy Craven, timothy.craven@hii-tsd.com, (703) 825-2562



1.4 Contractor's Payment Information

Payment by check should be mailed to

HII Mission Driven Innovative Solutions Inc.
PO Box 934703
Atlanta, GA 31193-4703

Electronic Payment information

Wells Fargo Bank
Routing # for EFT/ACH: 062000080 (*)
Account #2000648566108

(*) For customers who make payments via wire, the routing number is #111025013.

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

1.5 Liability for Injury or Damage

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

1.6 Statistical Data for Government Ordering Office Completion of Standard Form 279

Block 9: G. Order/Modification Under Federal Schedule
Block 16: Data Universal Numbering System (DUNS) Number: 60-957-0742
Block 30: Type of Contractor - C. (Large Business)
Block 31: Woman-Owned Small Business - No
Block 36: Contractor's Taxpayer Identification Number (TIN): 06-1159755

1.6.1 CAGE Code

HII Mission Driven Innovative Solutions Inc.'s CAGE Code is 0MWW4.

1.6.2 System for Award Management (SAM)

HII Mission Driven Innovative Solutions Inc. is registered with the System for Award Management (SAM).

1.7 FOB Terms

FOB terms are Destination.

1.8 Delivery Schedule

a. Time of Delivery. HII Mission Driven Innovative Solutions Inc. will deliver to destination within the number of calendar days after receipt of an order (ARO) as agreed to between the Government agency and HII Mission Driven Innovative Solutions Inc. prior to award.

b. Urgent Requirements. When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor will reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated



delivery time frame will be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

1.9 Discount Terms

Prices shown are NET Prices; Basic Discounts have been deducted. Quantity discounts are not offered. Additional discounts, if applicable, will be as stated in individual orders.

1.10 Payment Terms

NET 30 DAYS from receipt of invoice or date of acceptance, whichever is later. Prompt Payment Discounts have not been offered.

1.11 Warranty Terms

Warranty terms will be as stated in individual orders.

1.12 Trade Agreements Act of 1979, as Amended

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

1.13 Statement Concerning Availability of Export Packing

Not available to this contract.

1.14 Minimum order

The minimum dollar value of orders to be issued is \$100.

1.15 Maximum Order

The maximum dollar value per order for IT services will be \$500,000.

1.16 Ordering Procedures for Federal Supply Schedule Contracts

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

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

1.17 Federal Information Technology/Telecommunications Standards Requirements

Federal departments and agencies acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering offices, will be responded to promptly by HII Mission Driven Innovative Solutions Inc.

1.17.1 Federal Information Processing Standards Publications (FIPS PUBS)

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS



include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

1.17.2 Federal Telecommunication Standards (FED-STDS)

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

1.18 CONTRACTOR TASKS/SPECIAL REQUIREMENTS (C-FSS-370)(NOV 2003)

1.18.1 Security Clearances

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

1.18.2 Travel

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

1.18.3 Certifications, Licenses and Accreditations

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

1.18.4 Insurance

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

1.18.5 Personnel

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



1.18.6 Organizational Conflicts of Interest

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

1.18.7 Documentation/Standards

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

1.18.8 Data/Deliverable Requirements

Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.

1.18.9 Government-Furnished Property

As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.

1.18.10 Availability of Funds

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

1.18.11 Overtime

For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

1.19 Order Level Materials

Order Level Materials (OLMs) are supplies and/or services acquired in direct support of an individual task or delivery order placed against a FSS contract or FSS blanket purchase agreement (BPA). OLMs are not defined, priced, or awarded at the FSS contract level. They are unknown before a task or delivery order is placed against the FSS contract or FSS BPA. OLMs are only authorized for inclusion at the order level under a Time-and-Materials (T&M) or Labor-Hour (LH) Contract Line Item Number (CLIN) and are subject to a Not To Exceed (NTE) ceiling price. OLMs include direct materials, subcontracts for supplies and incidental services for which there is not a labor category specified in the FSS contract, other direct costs (separate from those under ODC SINs), and indirect costs. OLMs are purchased under the authority of the FSS Program and are not "open market items."

Items awarded under ancillary supplies/services or other direct cost (ODC) SINs are not OLMs. These items are defined, priced, and awarded at the FSS contract level, whereas OLMs are unknown before an order is placed. Ancillary supplies/services and ODC SINs are for use under all order type CLINs (Fixed-Price (FP), T&M, and LH), whereas the Order-Level Materials SIN is only authorized for use under T&M and LH order CLINs.

The Order-Level Materials SIN is only authorized for use in direct support of another awarded SIN. Price analysis for OLMs is not conducted when awarding the FSS contract or FSS BPA; therefore, GSAR 538.270 and 538.271 do not apply to OLMs. OLMs are defined and priced at



the ordering activity level in accordance with GSAR clause 552.238-82 *Special Ordering Procedures for the Acquisition of Order-Level Materials*. Prices for items provided under the Order-Level Materials SIN must be inclusive of the Industrial Funding Fee (IFF). The cumulative value of OLMs in an individual task or delivery order cannot exceed 33.33% of the total value of the order.

NOTE 1: See clauses 552.212-4 *Contract Terms and Conditions - Commercial Items* (JAN 2017) (Deviation - FEB 2018) (Alternate I - JAN 2017) (Deviation – FEB 2007) and 552.238-82 *Special Ordering Procedures for the Acquisition of Order-Level Materials* (JAN 2018) for additional information on inclusion of OLMs in task and delivery orders placed against an FSS contract or BPA.

NOTE 2: OLMs are only authorized for inclusion at the order level under a T&M or LH CLIN and are subject to an NTE ceiling price.

NOTE 3: The Order-Level Materials SIN contains no items or pricing, since by definition OLMs are *unknown* at the time of FSS contract award. The ordering activity contracting officer is responsible for defining OLMs and determining proposed OLM pricing fair and reasonable for a particular order.

NOTE 4: OLMs are purchased under the authority of the FSS Program and are not “open market items.”

NOTE 5: Items awarded under ancillary supplies/services and other direct cost (ODC) SINs are not Order-Level Materials. These SINs are reserved for items that can be defined and priced *up-front* at the FSS contract level.

NOTE 6: The Order-Level Materials SIN cannot be the only SIN awarded on a contract. The Order-Level Materials SIN is only authorized for use in direct support of another awarded SIN.

NOTE 7: The Order-Level Materials SIN is exempt from *Commercial Sales Practices* disclosure requirements.

NOTE 8: The Order-Level Materials SIN is exempt from the following clauses:

- • 552.216-70 Economic Price Adjustment - FSS Multiple Award Schedule Contracts
- • I-FSS-969 Economic Price Adjustment - FSS Multiple Award Schedule
- • 552.238-71 Submission and Distribution of Authorized FSS Schedule Pricelists, 552.238-75 Price Reductions

NOTE 9: Terms and conditions that otherwise apply to the FSS contract also apply to the Order-Level Materials SIN. Examples include but are not limited to:

- • Trade Agreements Act (TAA)
- • Sales reporting and IFF remittance
- • Environmental Attributes clauses
- • AbilityOne Program Essentially the Same (ETS) compliance

NOTE 10: The Order-Level Materials SIN is subject to any transactional data reporting (TDR) requirements in effect under the FSS contract.



NOTE 11: Prices for items provided under the Order-Level Materials SIN must be inclusive of the IFF. The cumulative value of OLMs in an individual task or delivery order cannot exceed 33.33% of the total value of the order.

1.20 Contract Administration for Ordering Offices

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

1.21 GSA Advantage!

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

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

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

1.22 Purchase of Open Market Items

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

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

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



1.23 Contractor Commitments, Warranties and Representations

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

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

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

1.24 Overseas Activities

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

Does not pertain to this contract.

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

1.25 Blanket Purchase Agreements (BPAs)

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

1.26 Contractor Team Arrangements

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

1.27 Installation, Deinstallation, Reinstallation

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000.00 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall receive less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing



supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000.00, then the requirements of the Davis-Bacon Act applies.

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

1.28 Section 508 Compliance

If applicable, Section 508 compliance information on the supplies and services in this contract are available at the following:

<http://tsd.huntingtoningalls.com/contracts/integrated-mission-solutions/gsa-schedule-70/>

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

1.29 Prime Contractor Ordering From Federal Supply Schedules

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

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

1.30 Insurance- Work on a Government Installation (JAN 1997) (FAR 52.228-5)

- (1) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
- (2) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—
 - (a) For such period as the laws of the State in which this contract is to be performed prescribe; or
 - (b) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
- (3) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.



1.31 Software Interoperability

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

1.32 Advance Payments

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



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

2.1 Scope

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

2.2 Performance Incentives I-FSS-60 Performance Incentives (April 2000)

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

2.3 Order

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

2.4 Performance of Services

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

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



2.5 Stop-Work Order (FAR 52.242-15) (AUG 1989)

a. The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either- (1) Cancel the stop-work order; or (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

b. If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if- (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

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

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

2.6 Inspection of Services

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS-- COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

2.7 Responsibility of the Contractor

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

2.8 Responsibilities of the Ordering Activity

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

2.9 Independent Contractor

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



2.10 Organizational Conflicts Of Interest

a. Definitions

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

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

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

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

2.11 Invoices

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

2.12 Payments

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements— Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

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

(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by— (1) The offeror; (2) Subcontractors; and/or (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.



2.13 Resumes

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

2.14 Incidental Support Costs

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

2.15 Approval of Subcontracts

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

2.16 Description of IT Services and Pricing

HII Mission Driven Innovative Solutions Inc. provides Information Technology Services across the full system lifecycle. These services include, but are not limited to, the following:

- Project and Program Management/Control
- System Acquisition Support
- Software and Systems Engineering
- Geographical Information Systems
- Automated Information Management Systems
- Web Technology Services
- Systems Analysis and Design
- Conversion and Implementation Support
- Client/Server Migration
- System Prototyping
- Data/Records Management
- Resources and Facilities Management
- Business Process Re-engineering
- Test and Evaluation Design and Support
- Modeling and Simulation Support
- Systems Integration
- Visualization Technology Services
- Total Computer and Network Service Solutions
- Programming
- Database Planning and Design
- Millennium Conversion Services (Y2K)
- Independent Verification and Validation
- Studies and Analysis
- Engineering Support Services
- Cost Analysis and Estimating
- Hardware Analysis and Support



3 LABOR CATEGORIES AND DESCRIPTIONS

3.1 Education and Years of Experience Substitutions

The following substitutions for using additional education to meet years of experience requirements may be applied:

Substitution of Education Level for Years of Experience		
Category Education Requirement	Individuals Actual Education	Years of Experience Credit for Additional Education
MS/MA	Ph.D.	4
BS/BA	Ph.D.	6
BS/BA	MS/MA	2
HS/GED	BS/BA	4
HS/GED	AS/AA	2

The following substitutions for using additional years of experience to meet education requirements may be applied:

Additional Years of Experience Required in Lieu of Education		
Category Education Requirement	Individuals Actual Education	Additional Years of Experience Required
Ph.D.	MS/MA	4
Ph.D.	BS/BA	6
MS/MA	BS/BA	2
MS/MA	AS/AA	4
BS/BA	AS/AA	2
MS/MA	HS/GED	6
BS/BA	HS/GED	4
AS/AA	HS/GED	2

3.2 Labor Category Descriptions

Database Administrator I

Functional Responsibility: Under general supervision, provides highly technical expertise and guidance in the design, implementation, operation and maintenance of database management system. Designs, implements, and maintains complex databases with respect to access methods, access time, device allocation, validation checks, organization, protection and security, documentation, and statistical methods. Evaluates and recommends available database management system products after matching requirements with system capabilities. Defines required database administration policies, procedures, standards, and guidelines. Prepares and delivers presentations on database management system concepts.

Education and Experience: High School Diploma and 0-3 years of experience.

Database Administrator II

Functional Responsibility: Provides highly technical expertise and guidance in the design, implementation, operation and maintenance of database management system. Designs,



implements, and maintains complex databases with respect to access methods, access time, device allocation, validation checks, organization, protection and security, documentation, and statistical methods. Evaluates and recommends available database management system products after matching requirements with system capabilities. Defines required database administration policies, procedures, standards, and guidelines. Prepares and delivers presentations on database management system concepts.

Education and Experience: Associates degree and 4-7 years of experience.

Database Administrator III

Functional Responsibility: Provides highly technical expertise and guidance in the design, implementation, operation and maintenance of database management system. Designs, implements, and maintains complex databases with respect to access methods, access time, device allocation, validation checks, organization, protection and security, documentation, and statistical methods. Evaluates and recommends available database management system products after matching requirements with system capabilities. Defines required database administration policies, procedures, standards, and guidelines. Prepares and delivers presentations on database management system concepts.

Education and Experience: Bachelor's degree and 8 years of experience.

Database Administrator IV

Functional Responsibility: Provides highly technical expertise and guidance in the design, implementation, operation and maintenance of database management system. Designs, implements, and maintains complex databases with respect to access methods, access time, device allocation, validation checks, organization, protection and security, documentation, and statistical methods. Evaluates and recommends available database management system products after matching requirements with system capabilities. Defines required database administration policies, procedures, standards, and guidelines. Prepares and delivers presentations on database management system concepts.

Education and Experience: Bachelor's degree and 15 years of experience.

Enterprise Architect III

Functional Responsibility: Establishes system information requirements based on analysis of information for the development of enterprise-wide or large scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. As appropriate, ensures these systems are compatible and in compliance with the standards for open systems architectures, as they apply to the implementation and specification of Information Management (IM) solution of the application platform, across the application program interface (API), and the external environment/software application. Evaluates analytically and systematically problems of work flows, organization, and planning and develops appropriate corrective action.

Education and Experience: Bachelor's degree and 8 years of experience.



Enterprise Architect IV

Functional Responsibility: Establishes system information requirements based on analysis of information for the development of enterprise-wide or large scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. As appropriate, ensures these systems are compatible and in compliance with the standards for open systems architectures, as they apply to the implementation and specification of Information Management (IM) solution of the application platform, across the application program interface (API), and the external environment/software application. Evaluates analytically and systematically problems of work flows, organization, and planning and develops appropriate corrective action.

Education and Experience: Bachelor's degree and 15 years of experience.

Help Desk Specialist III

Functional Responsibility: Provides technical assistance and support related to computer systems, hardware, and/or software. Responds to queries, runs diagnostic programs, isolates problem, and determine and implements solution based on knowledge database and escalates to advanced requests in accordance with Help Desk instructions. May monitor performance of computer systems; install, modify, and repair computer hardware and/or software; clean and/or configure computers; resolve technical issues with Local Area Networks (LAN) and/or Wide Area Networks (WAN), and other systems; perform regular network updates and patches; install peripherals; and run reports to determine malfunctions that continue to occur.

Education and Experience: Bachelor's degree and 8 years of experience.

Information Systems Security Analyst II

Functional Responsibility: Provides technical support in the areas of vulnerability assessment, risk assessment, network security, product evaluation, and security implementation. Responsible for designing and implementing solutions for protecting the confidentiality, integrity and availability of sensitive information. Provides technical evaluations of customer systems and assists with making security improvements. Participates in design of information system contingency plans that maintain appropriate levels of protection and meet time requirements for minimizing operations impact to customer organization. Conducts security product evaluations, and recommends products, technologies and upgrades to improve the customer's security posture. Conducts testing and audit log reviews to evaluate the effectiveness of current security measures.

Education and Experience: Bachelor's degree and 4-7 years of experience.

Information Systems Security Analyst III

Functional Responsibility: Provides technical support in the areas of vulnerability assessment, risk assessment, network security, product evaluation, and security implementation. Responsible for designing and implementing solutions for protecting the confidentiality, integrity and availability of sensitive information. Provides technical evaluations of customer systems and assists with making security improvements. Participates in design of information system contingency plans that maintain appropriate levels of protection and meet time requirements for



minimizing operations impact to customer organization. Conducts security product evaluations, and recommends products, technologies and upgrades to improve the customer's security posture. Conducts testing and audit log reviews to evaluate the effectiveness of current security measures.

Education and Experience: Bachelor's degree and 8 years of experience.

Information Technology Professional I

Functional Responsibility: Performs complex functional activities of the program by providing technical direction to (Supplier) development and support personnel. Regularly exercises independent judgment, as well as high level of analytic skill, in solving complex technical problems and packaging and certifying applications. Provides proactive and reactive problem determination and resolution for information systems users. Analyzes and resolves complex hardware and software problems with mainframe and distributed systems. Performs tests and implements hardware and software, additions, and changes, backup and restoration functions, etc. Develops change and test management procedures and recommendations for implementation of new hardware/software products. Provides system installation and operation documentation as required. Performs user assistance, training and information sharing.

Education and Experience: Bachelor's degree and 0-3 years of experience.

Information Technology Professional II

Functional Responsibility: Performs complex functional activities of the program by providing technical direction to (Supplier) development and support personnel. Regularly exercises independent judgment, as well as high level of analytic skill, in solving complex technical problems and packaging and certifying applications. Provides proactive and reactive problem determination and resolution for information systems users. Analyzes and resolves complex hardware and software problems with mainframe and distributed systems. Performs tests and implements hardware and software, additions, and changes, backup and restoration functions, etc. Develops change and test management procedures and recommendations for implementation of new hardware/software products. Provides system installation and operation documentation as required. Performs user assistance, training and information sharing.

Education and Experience: Bachelor's degree and 4-7 years of experience.

Information Technology Professional III

Functional Responsibility: Performs complex functional activities of the program by providing technical direction to (Supplier) development and support personnel. Regularly exercises independent judgment, as well as high level of analytic skill, in solving complex technical problems and packaging and certifying applications. Provides proactive and reactive problem determination and resolution for information systems users. Analyzes and resolves complex hardware and software problems with mainframe and distributed systems. Performs tests and implements hardware and software, additions, and changes, backup and restoration functions, etc. Develops change and test management procedures and recommendations for implementation of new hardware/software products. Provides system installation and operation documentation as required. Performs user assistance, training and information sharing.

Education and Experience: Bachelor's degree and 8 years of experience.



Network Engineer I

Functional Responsibility: Acquires, installs, and maintains local area networks. Studies vendor products to determine those which best meet user needs and presents information to management for acquisition approval. Purchases and installs new products. Manages local area network performance and troubleshoots problems. Ensures that security procedures are implemented and enforced. Establishes and implements local area network policies, procedures and standards. Maintains distributed processing databases on the local area network. Trains users on local area network operation and use.

Education and Experience: Bachelor's degree and 0-3 years of experience.

Network Engineer IV

Functional Responsibility: Acquires, installs, and maintains local area networks. Studies vendor products to determine those which best meet user needs and presents information to management for acquisition approval. Purchases and installs new products. Manages local area network performance and troubleshoots problems. Ensures that security procedures are implemented and enforced. Establishes and implements local area network policies, procedures and standards. Maintains distributed processing databases on the local area network. Trains users on local area network operation and use.

Education and Experience: Bachelor's degree and 15 years of experience.

Program Manager IV

Functional Responsibility: Ability to manage multiple project/task, multi-year program involving the analysis, design, implementation, or operation of information systems. Plans, directs, and coordinates activities of technology projects to ensure that project goals and/or all aspects of systems development are accomplished by performing the necessary duties personally or through subordinate supervisors. Applies intensive and diverse knowledge to problems. Supervise the implementation of disciplined processes to assure compliance with rigorous company and client standards, policies and procedures for quality task performance. Provides overall management, technical guidance, and interface to Government program manager. Responsible for deliverable quality and integrity of the final work product on large information system programs.

Education and Experience: Bachelor's degree plus 15 years of experience.

Project Manager I

Functional Responsibility: Provides overall project management services for one or more projects and/or organizations. Manages the day to day activities of the project(s) including cost, schedule, issues, risks, and quality management, ensuring the appropriate level of communications and stakeholder involvement. Coordinates requirements, design, quality management, testing, training, and/or development activities. Develops and maintains the project management plan, work breakdown structure, project schedule, supporting plans, and other documentation required for successful project completion. Coordinates and participates in requirements, design, technical, control gate, and other project reviews as required. Monitors project progress, tracking, escalating and resolving issues or risks, and reporting to management



on project status. Identifies risks and work with customer to implement corrective actions and risk mitigation plans as required.

Education and Experience: Bachelor's degree and 2-4 years of experience.

Project Manager III

Functional Responsibility: Provides overall project management services for one or more projects and/or organizations. Manages the day to day activities of the project(s) including cost, schedule, issues, risks, and quality management, ensuring the appropriate level of communications and stakeholder involvement. Coordinates requirements, design, quality management, testing, training, and/or development activities. Develops and maintains the project management plan, work breakdown structure, project schedule, supporting plans, and other documentation required for successful project completion. Coordinates and participates in requirements, design, technical, control gate, and other project reviews as required. Monitors project progress, tracking, escalating and resolving issues or risks, and reporting to management on project status. Identifies risks and work with customer to implement corrective actions and risk mitigation plans as required.

Education and Experience: Bachelor's degree and 8 years of experience.

Project Manager IV

Functional Responsibility: Provides overall project management services for one or more projects and/or organizations. Manages the day to day activities of the project(s) including cost, schedule, issues, risks, and quality management, ensuring the appropriate level of communications and stakeholder involvement. Coordinates requirements, design, quality management, testing, training, and/or development activities. Develops and maintains the project management plan, work breakdown structure, project schedule, supporting plans, and other documentation required for successful project completion. Coordinates and participates in requirements, design, technical, control gate, and other project reviews as required. Monitors project progress, tracking, escalating and resolving issues or risks, and reporting to management on project status. Identifies risks and work with customer to implement corrective actions and risk mitigation plans as required.

Education and Experience: Bachelor's degree and 15 years of experience.

Software Developer I

Functional Responsibility: Independently gathers and analyzes information for developing and modifying information processing systems. Efforts may include programming, engineering, integrating, testing, piloting, and final resolution for all products that relate to applications, messaging, and associated products, as well as directory services. Performs systems analysis and design, programming, installation, documentation, maintenance and optimization of operating system software. Applies standard software development methodologies to successfully complete projects. Codes and tests software changes in accordance with standard practices. Provides user support and problem resolution. Maintains required documentation. Provides on-call support as required to support production systems. Seeks out and recognizes flaws, weaknesses and errors in software, both from a logic and customer requirements standpoint.



Generates thorough test plans matching requirements and design specifications to actual execution of code, and reality/sanity checking methods for data accuracy and completeness.

Education and Experience: Bachelor's degree and 0-3 years of experience.

Software Developer II

Functional Responsibility: Independently gathers and analyzes information for developing and modifying information processing systems. Efforts may include programming, engineering, integrating, testing, piloting, and final resolution for all products that relate to applications, messaging, and associated products, as well as directory services. Performs systems analysis and design, programming, installation, documentation, maintenance and optimization of operating system software. Applies standard software development methodologies to successfully complete projects. Codes and tests software changes in accordance with standard practices. Provides user support and problem resolution. Maintains required documentation. Provides on-call support as required to support production systems. Seeks out and recognizes flaws, weaknesses and errors in software, both from a logic and customer requirements standpoint. Generates thorough test plans matching requirements and design specifications to actual execution of code, and reality/sanity checking methods for data accuracy and completeness.

Education and Experience: Bachelor's degree and 4-7 years of experience.

Software Developer III

Functional Responsibility: Independently gathers and analyzes information for developing and modifying information processing systems. Efforts may include programming, engineering, integrating, testing, piloting, and final resolution for all products that relate to applications, messaging, and associated products, as well as directory services. Performs systems analysis and design, programming, installation, documentation, maintenance and optimization of operating system software. Applies standard software development methodologies to successfully complete projects. Codes and tests software changes in accordance with standard practices. Provides user support and problem resolution. Maintains required documentation. Provides on-call support as required to support production systems. Seeks out and recognizes flaws, weaknesses and errors in software, both from a logic and customer requirements standpoint. Generates thorough test plans matching requirements and design specifications to actual execution of code, and reality/sanity checking methods for data accuracy and completeness.

Education and Experience: Bachelor's degree and 8 years of experience.

Software Developer IV

Functional Responsibility: Independently gathers and analyzes information for developing and modifying information processing systems. Efforts may include programming, engineering, integrating, testing, piloting, and final resolution for all products that relate to applications, messaging, and associated products, as well as directory services. Performs systems analysis and design, programming, installation, documentation, maintenance and optimization of operating system software. Applies standard software development methodologies to successfully complete projects. Codes and tests software changes in accordance with standard practices. Provides user support and problem resolution. Maintains required documentation. Provides on-call support as required to support production systems. Seeks out and recognizes flaws,



weaknesses and errors in software, both from a logic and customer requirements standpoint. Generates thorough test plans matching requirements and design specifications to actual execution of code, and reality/sanity checking methods for data accuracy and completeness.

Education and Experience: Bachelor's degree and 15 years of experience.

Test Engineer I

Functional Responsibility: Performs formal software testing activities for complex software applications. Reviews user requirements documentation; assists in development of test plans; develops test data to be used in performing tests; and transforms test plans into test scripts. Ensures proper execution of test scripts and documentation of test results in tracking systems. Analyses test results, documents conclusions, and makes recommendations that are fully supported by test results.

Education and Experience: Bachelor's degree and 0-3 years of experience.

Test Engineer III

Functional Responsibility: Performs formal software testing activities for complex software applications. Reviews user requirements documentation; assists in development of test plans; develops test data to be used in performing tests; and transforms test plans into test scripts. Ensures proper execution of test scripts and documentation of test results in tracking systems. Analyses test results, documents conclusions, and makes recommendations that are fully supported by test results.

Education and Experience: Bachelor's degree and 8 years of experience.

Test Engineer IV

Functional Responsibility: Performs formal software testing activities for complex software applications. Reviews user requirements documentation; assists in development of test plans; develops test data to be used in performing tests; and transforms test plans into test scripts. Ensures proper execution of test scripts and documentation of test results in tracking systems. Analyses test results, documents conclusions, and makes recommendations that are fully supported by test results.

Education and Experience: Bachelor's degree and 15 years of experience.

Subject Matter Expert I

Functional Responsibility: Highest level technical or business area expert in one or more disciplines called upon to address a particular task or environment need. As a technical expert, provides advice and assistance in state-of-the-art software/hardware solutions involving hardware of various capacities, multiple operating environments, database management systems specialized software, data communications facilities and protocols including Value Added Networks, fourth generation technologies, and complex software tools or packages. As a business expert, works with senior client officials to identify enterprise improvement goals, assess organizational and process effectiveness, and implement change strategies. Designs technical and business solutions, mentors and trains client staff, and oversees implementation. Has a high level of diverse technical and industry experience related to studying and analyzing



system's needs, systems development, and systems process analysis, design and re-engineering. Has skills and experience related to business management, systems engineering, operations research, and management engineering. Typically has specialization in a particular technology or business application. Keeps abreast of technological developments and industry trends.

Education and Experience: Bachelor's degree and 6 years of experience

Subject Matter Expert II

Functional Responsibility: Highest level technical or business area expert in one or more disciplines called upon to address a particular task or environment need. As a technical expert, provides advice and assistance in state-of-the-art software/hardware solutions involving hardware of various capacities, multiple operating environments, database management systems specialized software, data communications facilities and protocols including Value Added Networks, fourth generation technologies, and complex software tools or packages. As a business expert, works with senior client officials to identify enterprise improvement goals, assess organizational and process effectiveness, and implement change strategies. Designs technical and business solutions, mentors and trains client staff, and oversees implementation. Has a high level of diverse technical and industry experience related to studying and analyzing system's needs, systems development, and systems process analysis, design and re-engineering. Has skills and experience related to business management, systems engineering, operations research, and management engineering. Typically has specialization in a particular technology or business application. Keeps abreast of technological developments and industry trends.

Education and Experience: Bachelor's degree plus 8 years of experience

Subject Matter Expert III

Functional Responsibility: Highest level technical or business area expert in one or more disciplines called upon to address a particular task or environment need. As a technical expert, provides advice and assistance in state-of-the-art software/hardware solutions involving hardware of various capacities, multiple operating environments, database management systems specialized software, data communications facilities and protocols including Value Added Networks, fourth generation technologies, and complex software tools or packages. As a business expert, works with senior client officials to identify enterprise improvement goals, assess organizational and process effectiveness, and implement change strategies. Designs technical and business solutions, mentors and trains client staff, and oversees implementation. Has a high level of diverse technical and industry experience related to studying and analyzing system's needs, systems development, and systems process analysis, design and re-engineering. Has skills and experience related to business management, systems engineering, operations research, and management engineering. Typically has specialization in a particular technology or business application. Keeps abreast of technological developments and industry trends.

Education and Experience: Bachelor's degree plus 15 years of experience

Systems Administrator I

Functional Responsibility: Responsible for server operations inclusive of hardware, operating system (OS), and utilities on the servers. Has expertise in one or more operating systems and is responsible for configuration, patch management, version and sub-version upgrades, and all



aspects of the availability of servers. May act as Tier 2 response in operations environment where resolution cannot be handled by on-site Tier 1 staff.

Education and Experience: Bachelor's degree and 0-3 years of experience.

Systems Administrator III

Functional Responsibility: Responsible for server operations inclusive of hardware, operating system (OS), and utilities on the servers. Has expertise in one or more operating systems and is responsible for configuration, patch management, version and sub-version upgrades, and all aspects of the availability of servers. May act as Tier 2 response in operations environment where resolution cannot be handled by on-site Tier 1 staff.

Education and Experience: Bachelor's degree and 8 years of experience.

Systems Administrator IV

Functional Responsibility: Responsible for server operations inclusive of hardware, operating system (OS), and utilities on the servers. Has expertise in one or more operating systems and is responsible for configuration, patch management, version and sub-version upgrades, and all aspects of the availability of servers. May act as Tier 2 response in operations environment where resolution cannot be handled by on-site Tier 1 staff.

Education and Experience: Bachelor's degree and 15 years of experience.

Systems Analyst I

Functional Responsibility: Under general direction, formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs, and developing procedures to resolve the problems. Prepares detailed specifications from which programs will be written. Develops and modifies complex systems and develops subsystems to enhance the overall operational system. Analyzes and revises existing system logic difficulties and documentation as necessary. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems. Competent to work on routine systems analysis activities, but requires instruction and guidance in complex activities.

Education and Experience: Bachelor's degree and 0-3 years of experience.

Systems Analyst II

Functional Responsibility: Under general direction, formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs, and developing procedures to resolve the problems. Prepares detailed specifications from which programs will be written. Develops and modifies complex systems and develops subsystems to enhance the overall operational system. Analyzes and revises existing system logic difficulties and documentation as



necessary. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems. Competent to work on routine systems analysis activities, but requires instruction and guidance in complex activities.

Education and Experience: Bachelor's degree and 4-7 years of experience.

Systems Analyst III

Functional Responsibility: Under general direction, formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs, and developing procedures to resolve the problems. Prepares detailed specifications from which programs will be written. Develops and modifies complex systems and develops subsystems to enhance the overall operational system. Analyzes and revises existing system logic difficulties and documentation as necessary. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems. Competent to work on routine systems analysis activities, but requires instruction and guidance in complex activities.

Education and Experience: Bachelor's degree and 8 years of experience.

Systems Analyst IV

Functional Responsibility: Under general direction, formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs, and developing procedures to resolve the problems. Prepares detailed specifications from which programs will be written. Develops and modifies complex systems and develops subsystems to enhance the overall operational system. Analyzes and revises existing system logic difficulties and documentation as necessary. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems. Competent to work on routine systems analysis activities, but requires instruction and guidance in complex activities.

Education and Experience: Bachelor's degree and 15 years of experience.

Systems Engineer I

Functional Responsibility: Highly specialized in one or more phases of software systems development, systems integration, or network engineering. Provides technical assistance and advice on complex activities. Formulates / defines specifications, develops / modifies / maintains complex systems and subsystems, using vendor engineering releases and utilities for overall operational systems.



Applies analytical techniques when gathering information from users, defining work problems, designing technology solutions, and developing procedures to resolve the problems. Develops complete specifications to enable computer programmers to prepare required programs. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications, resolves processing problems, coordinates work with programmers and engineers, and orients users to new systems. Works with considerable freedom to make decisions on the techniques and approaches to be used. Prepares recommendations for system improvement for management and user consideration.

Education and Experience: Bachelor's degree and 0-3 years of experience.

Systems Engineer II

Functional Responsibility: Highly specialized in one or more phases of software systems development, systems integration, or network engineering. Provides technical assistance and advice on complex activities. Formulates / defines specifications, develops / modifies / maintains complex systems and subsystems, using vendor engineering releases and utilities for overall operational systems.

Applies analytical techniques when gathering information from users, defining work problems, designing technology solutions, and developing procedures to resolve the problems. Develops complete specifications to enable computer programmers to prepare required programs. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications, resolves processing problems, coordinates work with programmers and engineers, and orients users to new systems. Works with considerable freedom to make decisions on the techniques and approaches to be used. Prepares recommendations for system improvement for management and user consideration.

Education and Experience: Bachelor's degree and 4-7 years of experience.

Systems Engineer III

Functional Responsibility: Highly specialized in one or more phases of software systems development, systems integration, or network engineering. Provides technical assistance and advice on complex activities. Formulates / defines specifications, develops / modifies / maintains complex systems and subsystems, using vendor engineering releases and utilities for overall operational systems.

Applies analytical techniques when gathering information from users, defining work problems, designing technology solutions, and developing procedures to resolve the problems. Develops complete specifications to enable computer programmers to prepare required programs. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications, resolves processing problems, coordinates work with programmers and engineers, and orients users to new systems. Works with considerable freedom to make decisions on the techniques and approaches to be used. Prepares recommendations for system improvement for management and user consideration.

Education and Experience: Bachelor's degree and 8 years of experience.



Systems Engineer IV

Functional Responsibility: Highly specialized in one or more phases of software systems development, systems integration, or network engineering. Provides technical assistance and advice on complex activities. Formulates / defines specifications, develops / modifies / maintains complex systems and subsystems, using vendor engineering releases and utilities for overall operational systems.

Applies analytical techniques when gathering information from users, defining work problems, designing technology solutions, and developing procedures to resolve the problems. Develops complete specifications to enable computer programmers to prepare required programs. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications, resolves processing problems, coordinates work with programmers and engineers, and orients users to new systems. Works with considerable freedom to make decisions on the techniques and approaches to be used. Prepares recommendations for system improvement for management and user consideration.

Education and Experience: Bachelor's degree and 15 years of experience.

Technical Writer I

Functional Responsibility: Researches, writes, edits, and proofreads technical data for use in documents, or sections of documents, such as manuals, procedures, specifications, special reports, and any other customer deliverables and documents. Ensures technical documentation is accurate, complete, meets editorial and government specifications and adheres to standards for quality, graphics, coverage, format, and style. Assists in establishing style guidelines and standards for texts and illustrations. Excellent written communication skills are required.

Education and Experience: Bachelor's degree and 0-3 years of experience.

Technical Writer III

Functional Responsibility: Researches, writes, edits, and proofreads technical data for use in documents or sections of documents such as manuals, procedures, specifications, special reports, and any other customer deliverables and documents. Ensures technical documentation is accurate, complete, meets editorial and government specifications and adheres to standards for quality, graphics, coverage, format, and style. Assists in establishing style guidelines and standards for texts and illustrations. Excellent written communication skills are required.

Education and Experience: Bachelor's degree and 8 years of experience.

Technical Writer IV

Functional Responsibility: Researches, writes, edits, and proofreads technical data for use in documents or sections of documents such as manuals, procedures, specifications, special reports, and any other customer deliverables and documents. Ensures technical documentation is accurate, complete, meets editorial and government specifications and adheres to standards for quality, graphics, coverage, format, and style. Assists in establishing style guidelines and standards for texts and illustrations. Excellent written communication skills are required.

Education and Experience: Bachelor's degree and 15 years of experience.



Training Specialist III

Functional Responsibility: Organizes and conducts moderately complex training and educational programs for information systems (technical) or user (non-technical) personnel. May develop instructional curriculum and materials; gathers and assimilates information on subject matter, organizes and condenses material, and prepares course outline, handouts, and visual aid materials. Coordinates with subject matter experts to ensure that prepared courses meet stated objectives. Maintains records of training activities and program effectiveness. May be required to instruct or to prepare/arrange for the preparation of automated training materials (such as video recorded training sessions, computer-aided tutorials, etc.).

Education and Experience: Bachelor's degree and 8 years of experience.

Training Specialist IV

Functional Responsibility: Organizes and conducts moderately complex training and educational programs for information systems (technical) or user (non-technical) personnel. May develop instructional curriculum and materials; gathers and assimilates information on subject matter, organizes and condenses material, and prepares course outline, handouts, and visual aid materials. Coordinates with subject matter experts to ensure that prepared courses meet stated objectives. Maintains records of training activities and program effectiveness. May be required to instruct or to prepare/arrange for the preparation of automated training materials (such as video recorded training sessions, computer-aided tutorials, etc.).

Education and Experience: Bachelor's degree and 15 years of experience.



4 GSA LABOR RATES

Information Technology Rate Schedule – Base Period

Labor Category	Year 1		Year 2		Year 3		Year 4		Year 5	
	3/20/18 - 3/19/19		3/20/19 - 3/19/20		3/20/20 - 3/19/21		3/20/21 - 3/19/22		3/20/22 - 3/19/23	
	Client Site	Camber Site	Client Site	Camber Site	Client Site	Camber Site	Client Site	Camber Site	Client Site	Camber Site
Database Administrator I	\$74.50	\$88.95	\$75.62	\$90.28	\$76.75	\$91.63	\$77.90	\$93.00	\$79.07	\$94.40
Database Administrator II	\$93.14	\$107.22	\$94.54	\$108.83	\$95.96	\$110.46	\$97.40	\$112.12	\$98.86	\$113.80
Database Administrator III	\$98.60	\$117.73	\$100.08	\$119.50	\$101.58	\$121.29	\$103.10	\$123.11	\$104.65	\$124.96
Database Administrator IV	\$117.23	\$139.97	\$118.99	\$142.07	\$120.77	\$144.20	\$122.58	\$146.36	\$124.42	\$148.56
Enterprise Architect III	\$85.95	\$102.63	\$87.24	\$104.17	\$88.55	\$105.73	\$89.88	\$107.32	\$91.23	\$108.93
Enterprise Architect IV	\$126.11	\$150.57	\$128.00	\$152.83	\$129.92	\$155.12	\$131.87	\$157.45	\$133.85	\$159.81
Help Desk Specialist III	\$62.27	\$74.35	\$63.20	\$75.47	\$64.15	\$76.60	\$65.11	\$77.75	\$66.09	\$78.92
Information Systems Security Analyst II	\$89.09	\$106.37	\$90.43	\$107.97	\$91.79	\$109.59	\$93.17	\$111.23	\$94.57	\$112.90
Information Systems Security Analyst III	\$115.00	\$137.31	\$116.73	\$139.37	\$118.48	\$141.46	\$120.26	\$143.58	\$122.06	\$145.73
Information Technology Professional I	\$68.60	\$78.97	\$69.63	\$80.15	\$70.67	\$81.35	\$71.73	\$82.57	\$72.81	\$83.81
Information Technology Professional II	\$86.29	\$99.34	\$87.58	\$100.83	\$88.89	\$102.34	\$90.22	\$103.88	\$91.57	\$105.44
Information Technology Professional III	\$94.13	\$108.35	\$95.54	\$109.98	\$96.97	\$111.63	\$98.42	\$113.30	\$99.90	\$115.00
Network Engineer I	\$58.01	\$69.26	\$58.88	\$70.30	\$59.76	\$71.35	\$60.66	\$72.42	\$61.57	\$73.51
Network Engineer IV	\$88.63	\$105.83	\$89.96	\$107.42	\$91.31	\$109.03	\$92.68	\$110.67	\$94.07	\$112.33
Program Manager IV	\$119.36	\$137.41	\$121.15	\$139.47	\$122.97	\$141.56	\$124.81	\$143.68	\$126.68	\$145.84
Project Manager I	\$78.37	\$93.57	\$79.55	\$94.97	\$80.74	\$96.39	\$81.95	\$97.84	\$83.18	\$99.31
Project Manager III	\$81.08	\$96.81	\$82.30	\$98.26	\$83.53	\$99.73	\$84.78	\$101.23	\$86.05	\$102.75
Project Manager IV	\$111.76	\$133.43	\$113.44	\$135.43	\$115.14	\$137.46	\$116.87	\$139.52	\$118.62	\$141.61
Software Developer I	\$77.93	\$87.90	\$79.10	\$89.22	\$80.29	\$90.56	\$81.49	\$91.92	\$82.71	\$93.30
Software Developer II	\$82.96	\$95.51	\$84.20	\$96.94	\$85.46	\$98.39	\$86.74	\$99.87	\$88.04	\$101.37
Software Developer III	\$90.79	\$104.51	\$92.15	\$106.08	\$93.53	\$107.67	\$94.93	\$109.29	\$96.35	\$110.93
Software Developer IV	\$116.79	\$138.06	\$118.54	\$140.13	\$120.32	\$142.23	\$122.12	\$144.36	\$123.95	\$146.53
Subject Matter Expert I	\$89.00	\$106.27	\$90.34	\$107.86	\$91.70	\$109.48	\$93.08	\$111.12	\$94.48	\$112.79
Subject Matter Expert II	\$127.64	\$152.40	\$129.55	\$154.69	\$131.49	\$157.01	\$133.46	\$159.37	\$135.46	\$161.76
Subject Matter Expert III	\$147.58	\$176.20	\$149.79	\$178.84	\$152.04	\$181.52	\$154.32	\$184.24	\$156.63	\$187.00
Systems Administrator I	\$61.15	\$73.01	\$62.07	\$74.11	\$63.00	\$75.22	\$63.95	\$76.35	\$64.91	\$77.50
Systems Administrator III	\$66.75	\$79.70	\$67.75	\$80.90	\$68.77	\$82.11	\$69.80	\$83.34	\$70.85	\$84.59
Systems Administrator IV	\$81.55	\$97.37	\$82.77	\$98.83	\$84.01	\$100.31	\$85.27	\$101.81	\$86.55	\$103.34
Systems Analyst I	\$61.29	\$75.50	\$62.21	\$76.63	\$63.14	\$77.78	\$64.09	\$78.95	\$65.05	\$80.13
Systems Analyst II	\$70.76	\$78.47	\$71.82	\$79.65	\$72.90	\$80.84	\$73.99	\$82.05	\$75.10	\$83.28
Systems Analyst IV	\$106.28	\$126.88	\$107.87	\$128.78	\$109.49	\$130.71	\$111.13	\$132.67	\$112.80	\$134.66
Systems Engineer I	\$61.12	\$72.98	\$62.04	\$74.07	\$62.97	\$75.18	\$63.91	\$76.31	\$64.87	\$77.45
Systems Engineer II	\$88.13	\$105.23	\$89.45	\$106.81	\$90.79	\$108.41	\$92.15	\$110.04	\$93.53	\$111.69
Systems Engineer IV	\$108.85	\$129.97	\$110.48	\$131.92	\$112.14	\$133.90	\$113.82	\$135.91	\$115.53	\$137.95
Technical Writer I	\$42.53	\$50.78	\$43.17	\$51.54	\$43.82	\$52.31	\$44.48	\$53.09	\$45.15	\$53.89
Technical Writer III	\$52.59	\$62.79	\$53.38	\$63.73	\$54.18	\$64.69	\$54.99	\$65.66	\$55.81	\$66.64
Technical Writer IV	\$96.29	\$114.98	\$97.73	\$116.70	\$99.20	\$118.45	\$100.69	\$120.23	\$102.20	\$122.03
Test Engineer I	\$67.83	\$80.99	\$68.85	\$82.20	\$69.88	\$83.43	\$70.93	\$84.68	\$71.99	\$85.95
Test Engineer III	\$84.33	\$100.70	\$85.59	\$102.21	\$86.87	\$103.74	\$88.17	\$105.30	\$89.49	\$106.88
Test Engineer IV	\$97.58	\$116.51	\$99.04	\$118.26	\$100.53	\$120.03	\$102.04	\$121.83	\$103.57	\$123.66
Training Specialist III	\$65.91	\$78.71	\$66.90	\$79.89	\$67.90	\$81.09	\$68.92	\$82.31	\$69.95	\$83.54
Training Specialist IV	\$82.57	\$98.58	\$83.81	\$100.06	\$85.07	\$101.56	\$86.35	\$103.08	\$87.65	\$104.63



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