

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

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**CORPORATE INTRODUCTION**

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*Visual Awareness Technologies and Consulting, Inc* or VATC is an [8\(a\) SDB](#), woman and minority owned business. VATC provides technical innovation and management consulting for both the government and commercial arenas.

**Integrated All-Source Risk Management**

With five locations in three states, VATC's management expertise and technical capabilities transforms mission critical operations through training and innovative technical solutions that increase efficiency, safety, and security.

The VATC mission is a commitment to customer satisfaction with success, and the highest standards for integrity and performance that exceeds expectations. VATC will always provide "Best Value" solutions.

We are a team of engineering, management and operations professionals with broad and unique expertise throughout Joint Defense, Civilian and Industry sectors across the globe.

VATC's consistent goal is to understand our clients' needs to effectively provide management, decision-support and technical services. With combined experience of 300 years across the defense, international development, other government agencies and commercial enterprises, VATC is focused on ensuring our customers meet or exceed their requirements. We are unique in our ability to provide flexible and rapid services that are "best of breed" and best value to any challenge.

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## VATC SERVICES

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- Network & Systems Integration
  - **Design & implementation of converged networks**
  - **Standards-based enterprise architectures**
  - **Storage area networks & server consolidation**
  - **Wireless connectivity**
  - **Network management & operations**
  
- Systems Engineering
  - **Design & analysis**
  - **Software process improvement**
  - **Systems development & integration**
  - **Testing & evaluation**
  
- Information Technology
  - **Business process engineering**
  - **Configuration / data management**
  - **Managed IT services, outsourcing & help desk**
  - **Operations, maintenance & IT logistics**
  
- Information Assurance
  - **Network security and access**
  - **Identity management**
  - **Continuity of operations & disaster recovery**
  
- Simulation & Training
  - **Software & system development**
  - **Curriculum development & training**

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

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

### **SIN 132-51 - INFORMATION TECHNOLOGY (IT) 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.

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

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

**Visual Awareness Technologies and Consulting, Inc. (VATC)**

**301 West Platt #421**

**Tampa, Florida, 33606**

**Office: 813.207.5055**

**FAX: 813.613.6578**

[www.vatcinc.com](http://www.vatcinc.com)

Contract Number: **GS-35F-0485V**

Period Covered by Contract: **JUNE 2, 2009 through JUNE 1, 2014**  
**3 five (5) Year Options – JUNE 2, 2014 – JUNE 1, 2029**

General Services Administration  
Federal Acquisition Service

Pricelist current through Modification # \_\_\_\_\_, dated \_\_\_\_\_.

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 Acquisition Service's Home Page via the Internet at <http://www.fss.gsa.gov/>

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INFORMATION FOR ORDERING ACTIVITIES  
APPLICABLE TO ALL SPECIAL ITEM NUMBERS

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

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

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

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

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

**1. GEOGRAPHIC SCOPE OF CONTRACT:**

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

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

Offerors are requested to check one of the following boxes:

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

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

**Visual Awareness Technologies and Consulting, Inc. (VATC)**

**301 West Platt #421**

**Tampa, Florida, 33606**

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

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

**VATC Office: 813.207.5055**

**3. LIABILITY FOR INJURY OR DAMAGE**

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

**4. STATICAL 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: 125104278  
Block 30: Type of Contractor - **A. Small Disadvantaged Business (8a)**

**Block 31: Woman-Owned Small Business - Yes**  
**Block 36: Contractor's Taxpayer Identification Number (TIN): 20-0332171**

- 4a. CAGE Code: **3CYV9**
- 4b. Contractor **HAS** registered with the Central Contractor Registration Database.

**5. FOB DESTINATION**

**6. DELIVERY SCHEDULE**

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

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
<b><u>132-51</u></b>	<b><u>30</u> Days</b>

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

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

- a. Prompt Payment: **1% - 15 days from receipt of invoice or date of acceptance, whichever is later.**
- b. Quantity - **NONE**
- c. Dollar Volume - **NONE**
- d. Government Educational Institutions - **NONE**
- e. Credit Card Discount: 1% if payment by credit card is made 15 days after invoice receipt.
- f. Cash in Advance: 1% if paid in full prior to receipt of service and or product

**8. TRADE AGREEMENTS ACT OF 1979, as amended:**

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

**9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:**

**10. Small Requirements:** The minimum dollar value of orders to be issued is **\$100.00**.

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

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

Special Item Number 132-51 - Information Technology (IT) Professional Services

**12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS**

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

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

b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

**13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS**

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

**13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):**

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

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

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

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- (c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- (d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.
- (k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

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

**16. GSA ADVANTAGE!**

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

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

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

**17. PURCHASE OF OPEN MARKET ITEMS**

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

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

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

**18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS**

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

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

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

**19. OVERSEAS ACTIVITIES**

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

**NONE**

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

**20. BLANKET PURCHASE AGREEMENTS (BPAs)**

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

**21. CONTRACTOR TEAM ARRANGEMENTS**

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

**22. INSTALLATION, DEINSTALLATION, REINSTALLATION**

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

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

**23. SECTION 508 COMPLIANCE.**

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

**[WWW.VATCINC.COM](http://WWW.VATCINC.COM)**

The EIT standard can be found at: [www.Section508.gov/](http://www.Section508.gov/).

**24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.**

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

- (a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and

(b) The following statement:

This order is placed under written authorization from \_\_\_\_\_ dated \_\_\_\_\_. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

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

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

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

(1) For such period as the laws of the State in which this contract is to be performed prescribe; or

(2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

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

**26. SOFTWARE INTEROPERABILITY.**

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

**27. ADVANCE PAYMENTS**

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

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

**1. SCOPE**

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

**2. PERFORMANCE INCENTIVES**

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

**3. ORDER**

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

**4. PERFORMANCE OF SERVICES**

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT/EC Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

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

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

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

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

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

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

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

**6. INSPECTION OF SERVICES**

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

**7. RESPONSIBILITIES OF THE CONTRACTOR**

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

**8. RESPONSIBILITIES OF THE ORDERING ACTIVITY**

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

**9. INDEPENDENT CONTRACTOR**

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

**10. ORGANIZATIONAL CONFLICTS OF INTEREST**

a. Definitions.

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

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

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

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

**11. INVOICES**

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

**12. PAYMENTS**

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

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

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

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

**13. RESUMES**

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

**14. INCIDENTAL SUPPORT COSTS**

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

**15. APPROVAL OF SUBCONTRACTS**

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

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

**NOTE: A FULL DESCRIPTION OF VATC'S IT PROFESSIONAL LABOR CATEGORIES AND PRICING ARE ATTACHED AT THE END OF THIS DOCUMENT AS APPENDIX 1 .**

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

PREAMBLE

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

COMMITMENT

To actively seek and partner with small businesses.

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

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

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

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

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

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

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact **Kim Hardman, Business Manager, Telephone No. 813.642.6635, Email: [khardman@vatcinc.com](mailto:khardman@vatcinc.com), Fax No. 813.613.6578.**

BEST VALUE  
BLANKET PURCHASE AGREEMENT  
FEDERAL SUPPLY SCHEDULE

**Visual Awareness Technologies & Consulting, Inc. (VATC)**

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and VATC enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) **GS-35F-0485V**.

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

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

Signatures

\_\_\_\_\_  
Ordering Activity

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractor

\_\_\_\_\_  
Date

BPA NUMBER \_\_\_\_\_

(CUSTOMER NAME)  
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) **GS-35F-0485V**, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

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

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

(2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

(3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be \_\_\_\_\_.

(4) This BPA does not obligate any funds.

(5) This BPA expires on \_\_\_\_\_ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;
- (f) Date of Purchase;

(g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and

(h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

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BASIC GUIDELINES FOR USING  
“CONTRACTOR TEAM ARRANGEMENTS”

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

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

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

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

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

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customers needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.
- Customers make a best value selection.

**Labor Rates:**

Date: 30 June 09

Appendix 1



**Visual Awareness  
Technologies and Consulting, Inc.**

LC#	LABOR CATEGORY	GSA Rate w/IFF
1	Computer Systems Technologist I	\$71.12
2	Computer Systems Technologist II	\$78.23
3	Computer Systems Technologist III	\$86.05
4	Program/Project Manager.,	\$118.80
5	Principal Logistics Specialist	\$67.99
6	Principal Logistics Specialist, Sr	\$81.90
7	Logistics Engineer	\$98.71
8	Information Technology Specialist I	\$68.71
9	Information Technology Specialist II	\$76.50
10	Information Technology Specialist III	\$87.64
11	Computer Security Systems Specialist Jr.	\$62.00
12	Computer Security Systems Specialist, Intermediate	\$81.57
13	Computer Security Systems Specialist, Sr.,	\$96.16
14	Schedule Analyst I,	\$46.09
15	Schedule Analyst II,	\$52.70
16	Schedule Analyst III,	\$60.71
17	Specialty Engineer I,	\$65.14
18	Specialty Engineer II,	\$71.65
19	Specialty Engineer III.	\$77.20

*Rates may increase as a result of Department of Labor's Employment Cost Index for  
Note: "Total Compensation, Private Workers, Table 5 for Management, Professional and  
Related Group".*



Visual Awareness Technologies and Consulting, Inc.

Date: 30 June 09

LC #	Labor Category	Duties	Degree, Experience and Skill Set Requirements
1	Computer Systems Technologist I	<p>Functional Responsibility: Applies analytical skills to support information technology process improvement, studies, and analysis projects. Typical duties include analysis, planning, establishment of requirements, functional modeling, development of procedures, development of functional architectures, business case development and cost justification, and other related management and technical duties. Possesses expertise in specialty areas as described in the individual Task Order, such as: wargaming, logistics, military medicine, government financial systems, human resources, C3I, document management, document imaging, paperless office environment, etc. Analyzes user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Conducts or participates in multidisciplinary research and collaborates with equipment designers and/or hardware engineers in the design, development, and utilization of electronic data processing systems software. Determines computer user needs; advises hardware designers on machine characteristics that affect software systems such as storage capacity, processing speed, and input/output requirements; designs and develops compilers and assemblers, utility programs, and operating systems such as executive programs.</p>	<p>Minimum/General Experience: This position requires a minimum of four years IT experience. Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. Education and experience requirements may be substituted with: 1. A Master's Degree (in subjects described above) with four years of general experience of which at least two years must be specialized experience. 2. No degree and ten years of general experience of which at least eight years must be specialized experience.</p>

2	Computer Systems Technologist II	<p>Functional Responsibility: Applies analytical skills to support information technology process improvement, studies, and analysis projects. Typical duties include analysis, planning, establishment of requirements, functional modeling, development of procedures, development of functional architectures, business case development and cost justification, and other related management and technical duties. Possesses expertise in specialty areas as described in the individual Task Order, such as: wargaming, logistics, military medicine, government financial systems, human resources, C3I, document management, document imaging, paperless office environment, etc. Analyzes user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Conducts or participates in multidisciplinary research and collaborates with equipment designers and/or hardware engineers in the design, development, and utilization of electronic data processing systems software. Determines computer user needs; advises hardware designers on machine characteristics that affect software systems such as storage capacity, processing speed, and input/output requirements; designs and develops compilers and assemblers, utility programs, and operating systems such as executive programs.</p>	<p>Minimum/General Experience: This position requires a minimum of six years IT experience. Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. Education and experience requirements may be substituted with: 1. A Master's Degree (in subjects described above) with four years of general experience of which at least two years must be specialized experience. 2. No degree and ten years of general experience of which at least eight years must be specialized experience.</p>
3	Computer Systems Technologist III	<p>Functional Responsibility: Applies analytical skills to support information technology process improvement, studies, and analysis projects. Typical duties include analysis, planning, establishment of requirements, functional modeling, development of procedures, development of functional architectures, business case development and cost justification, and other related management and technical duties. Possesses expertise in specialty areas as described in the individual Task Order, such as: wargaming, logistics, military medicine, government financial systems, human resources, C3I, document management, document imaging, paperless office environment, etc. Analyzes user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Conducts or participates in multidisciplinary research and collaborates with equipment designers and/or hardware engineers in the design, development, and utilization of electronic data processing systems software. Determines computer user needs; advises hardware designers on machine characteristics that affect software systems such as storage capacity, processing speed, and input/output requirements; designs and develops compilers and assemblers, utility programs, and operating systems such as executive programs.</p>	<p>Minimum/General Experience: This position requires a minimum of eight years IT experience. Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. Education and experience requirements may be substituted with: 1. A Master's Degree (in subjects described above) with four years of general experience of which at least two years must be specialized experience. 2. No degree and ten years of general experience of which at least eight years must be specialized experience.</p>

4	Program/Project Manager.,	<p>Functional Responsibilities. Serves as project manager 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 ordering activity Contracting Officer (CO), the contract-level Contracting Officer's Representative (COR), the task order-level COR(s), ordering activity management personnel and customer agency representatives. Under the guidance of the Program Manager, 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. Responsible for the financial, applicable technology, and schedule performance of assigned programs within cost limitations and established standards. Position may coordinate proposal preparation, statements of work and specifications, estimation of product/service costs, negotiation and administration of contracts. Establishes milestones and monitors adherence to program master plans and schedules. Develops control systems and reports that accurately measure progress, identify potential problems in sufficient time for corrective action to be taken, and ensures the meeting of company's contract commitments. Position directs the performance of program functional task elements such as procurement, manufacturing, quality control, logistics, and administrative functions. Acts as primary customer contact on status and performance and anticipates and fulfills customer needs to ensure their satisfaction and continued business.</p>	<p>Minimum/General Experience: This position requires a minimum of twelve years IT experience. Experience includes increasing responsibilities in information systems design and management. Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. Education and experience requirements may be substituted with: 1. A Master's Degree (in subjects described above) and eight years general experience of which at least six years must be specialized experience. 2. A Ph.D. (in subjects described above) with a minimum six years of general experience of which at least five years must be specialized 3. No degree and thirteen years of general experience of which at least eleven years must be specialized experience.</p>
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5	Principal Logistics Specialist	<p>Functional Responsibilities. play an integral role in the design, development, and implementation of business processes for information systems using Military Logistics Information Systems to include but not limited to the DoD Supported Activities Supply System (SASSY), Duties will include requirements gathering, analysis, and testing to include generating applicable documentation of business processes. This individual will be responsible for generating requirements analysis documentation, assisting technical teams in the development of prototypes for proof-of-concept testing, and full-scale development and deployment. Assist the project manager or be responsible for project management, must be able to communicate a shared vision for the project team and an integrated team structure for carrying out the vision to meet or exceed the management objectives. Maintain project coordination documents such as a plan of actions and milestones, status map, weekly meeting agenda, and monthly status reports and provide supplier agreement subcontractor management. Monitor resource expenditures to ensure on budget and/or unfunded requirements are identified, forecast project resource requirements and ensure appropriate level of project quality assurance reviews are conducted and documented. Responsible for the management of multiple disciplines within the supply chain process. Participates in various aspects of the four process areas as described in the Supply Chain-Plan, Supply Chain-Source, Supply Chain-Make and Supply Chain-Deliver classifications. Exhibits competency as oversees/manages the supply chain process from proposal activities (Front End of the Business) through contract closure whether for make or buy parts, services, Commercial Off the Shelf (COTS) products/services, engineering products/services or parts made to specifications.</p>	<p>Minimum/General Experience: This position requires a minimum of eight years experience. Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. Education and experience requirements may be substituted with: 1. A Master's Degree (in subjects described above) and eight years general experience of which at least six years must be specialized experience. 2. A Ph.D. (in subjects described above) with a minimum six years of general experience of which at least five years must be specialized 3. No degree and thirteen years of general experience of which at least eleven years must be specialized experience.</p>
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6	Principal Logistics Specialist, Sr	<p>Functional Responsibilities. play an integral role in the design, development, and implementation of business processes for information systems using Military Logistics Information Systems to include but not limited to the DoD Supported Activities Supply System (SASSY), Duties will include requirements gathering, analysis, and testing to include generating applicable documentation of business processes. This individual will be responsible for generating requirements analysis documentation, assisting technical teams in the development of prototypes for proof-of-concept testing, and full-scale development and deployment. Assist the project manager or be responsible for project management, must be able to communicate a shared vision for the project team and an integrated team structure for carrying out the vision to meet or exceed the management objectives. Maintain project coordination documents such as a plan of actions and milestones, status map, weekly meeting agenda, and monthly status reports and provide supplier agreement subcontractor management. Monitor resource expenditures to ensure on budget and/or unfunded requirements are identified, forecast project resource requirements and ensure appropriate level of project quality assurance reviews are conducted and documented. Responsible for the management of multiple disciplines within the supply chain process. Participates in various aspects of the four process areas as described in the Supply Chain-Plan, Supply Chain-Source, Supply Chain-Make and Supply Chain-Deliver classifications. Exhibits competency as oversees/manages the supply chain process from proposal activities (Front End of the Business) through contract closure whether for make or buy parts, services, Commercial Off the Shelf (COTS) products/services, engineering products/services or parts made to specifications.</p>	<p>Minimum/General Experience: This position requires a minimum of ten years experience. Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. Education and experience requirements may be substituted with: 1. A Master's Degree (in subjects described above) and eight years general experience of which at least six years must be specialized experience. 2. A Ph.D. (in subjects described above) with a minimum six years of general experience of which at least five years must be specialized 3. No degree and thirteen years of general experience of which at least eleven years must be specialized experience.</p>
7	Logistics Engineer	<p>Functional Responsibilities. Directs and coordinates program activities designed to provide subcontractors, management, and customers with logistics technology that ensures effective and economical support concerned for manufacturing or servicing of products, systems, or equipment: Analyzes contractual commitments, customer specifications, design changes, and other data to plan and develop logistic program activities from conceptual stage through life-cycle of product. Develops and implements program activities, coordinates efforts of subcontractors, production departments, and field service personnel, and resolves problems in area of logistics to ensure meeting of contractual commitments. Develops and initiates preparation of handbooks, bulletins, and information systems to provide and supply logistics support. Compiles data on standardization and interchangeability of parts to expedite logistics activities. Determines logistic support sequences and</p>	<p>Minimum/General Experience: This position requires a minimum of ten years experience. Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. Education and experience requirements may be substituted with: 1. A Master's Degree (in subjects described above) and eight years general experience of which at least six years must be specialized experience. 2. A Ph.D. (in subjects described above) with a minimum six years of general experience of which at least five years must be specialized 3. No degree and thirteen years of general experience of which at least eleven years must be specialized experience.</p>

		<p>time phasing, problems arising from location of operational area, and other factors, such as environmental and human factors affecting personnel. May perform special research or technical studies critical to logistic support functions. May utilize computer techniques for analysis, simulation or information systems and documentation.</p>	
8	Information Technology Specialist I	<p>Functional Responsibilities. Manages the information systems design, development, and analysis encompassing one or more of the following areas of technical expertise: computer programming, systems analysis, computer programming/analysis, systems analysis, applications programming, software development, systems integration, and related disciplines. General experience includes increasing responsibilities in assignments of a technical nature. Proven ability to work independently or under only general direction on complex application problems involving all phases of systems analysis is required. Functional Responsibilities. Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Coordinates with appropriate levels to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. When required, provides daily supervision and direction to support staff.</p>	<p>Minimum/General Experience: This position requires a minimum of five years experience, of which at least three years must be specialized. Specialized experience includes: analysis and design of business applications on complex systems for large-scale computers, data base management, use of programming languages, and/or DBMS. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. Education and experience requirements may be substituted with: 1. A Master's Degree (in subjects described above) with four years of general experience of which at least two years must be specialized experience. 2. No degree and ten years of general experience of which at least eight years must be specialized experience.</p>

9	Information Technology Specialist II	<p>Functional Responsibilities. Manages the information systems design, development, and analysis encompassing one or more of the following areas of technical expertise: computer programming, systems analysis, computer programming/analysis, systems analysis, applications programming, software development, systems integration, and related disciplines. General experience includes increasing responsibilities in assignments of a technical nature. Proven ability to work independently or under only general direction on complex application problems involving all phases of systems analysis is required. Functional Responsibilities. Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Coordinates with appropriate levels to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. When required, provides daily supervision and direction to support staff.</p>	<p>Minimum/General Experience: This position requires a minimum of eight years experience, of which at least four years must be specialized. Specialized experience includes: analysis and design of business applications on complex systems for large-scale computers, data base management, use of programming languages, and/or DBMS. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. Education and experience requirements may be substituted with: 1. A Master's Degree (in subjects described above) with four years of general experience of which at least two years must be specialized experience. 2. No degree and ten years of general experience of which at least eight years must be specialized experience.</p>
10	Information Technology Specialist III	<p>Functional Responsibilities. Manages the information systems design, development, and analysis encompassing one or more of the following areas of technical expertise: computer programming, systems analysis, computer programming/analysis, systems analysis, applications programming, software development, systems integration, and related disciplines. General experience includes increasing responsibilities in assignments of a technical nature. Proven ability to work independently or under only general direction on complex application problems involving all phases of systems analysis is required. Functional Responsibilities. Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Coordinates with appropriate levels to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. When required, provides daily supervision and direction to support staff.</p>	<p>Minimum/General Experience: This position requires a minimum of ten years experience, of which at least eight years must be specialized. Specialized experience includes: analysis and design of business applications on complex systems for large-scale computers, data base management, use of programming languages, and/or DBMS. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. Education and experience requirements may be substituted with: 1. A Master's Degree (in subjects described above) with four years of general experience of which at least two years must be specialized experience. 2. No degree and ten years of general experience of which at least eight years must be specialized experience.</p>

11	Computer Security Systems Specialist Jr.	<p>Functional Responsibilities Analyzes and defines security requirements. Designs, develops, engineers, and implements solutions computer security requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the computer security arena. Performs risk analyses which also includes risk assessment. Provides daily supervision and direction to staff.</p>	<p>Minimum/General Experience: This position requires a minimum of four years experience, of which at least two years must be specialized experience in defining computer security requirements for high level applications, evaluation of approved security product capabilities and resolution of computer security problems. Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. Education and experience requirements may be substituted with: 1. A Master's Degree (in subjects described above) with four years of general experience of which at least two years must be specialized experience. 2. No degree and ten years of general experience of which at least eight years must be specialized experience.</p>
12	Computer Security Systems Specialist, Intermediate	<p>Functional Responsibilities Analyzes and defines security requirements. Designs, develops, engineers, and implements solutions computer security requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the computer security arena. Performs risk analyses which also includes risk assessment. Provides daily supervision and direction to staff.</p>	<p>Minimum/General Experience: This position requires a minimum of six years experience, of which at least three years must be specialized experience in defining computer security requirements for high level applications, evaluation of approved security product capabilities and resolution of computer security problems. Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. Education and experience requirements may be substituted with: 1. A Master's Degree (in subjects described above) with four years of general experience of which at least two years must be specialized experience. 2. No degree and ten years of general experience of which at least eight years must be specialized experience.</p>
13	Computer Security Systems Specialist, Sr.,	<p>Functional Responsibilities Analyzes and defines security requirements. Designs, develops, engineers, and implements solutions computer security requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the computer security arena. Performs risk analyses which also includes risk assessment. Provides daily supervision and direction to staff.</p>	<p>Minimum/General Experience: This position requires a minimum of eight years experience, of which at least four years must be specialized experience in defining computer security requirements for high level applications, evaluation of approved security product capabilities and resolution of computer security problems. Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. Education and experience requirements may be substituted with: 1. A Master's Degree (in subjects described above) with four years of general experience of which at least two years must be specialized experience. 2. No degree and ten years of general experience of which at least eight years must be specialized experience.</p>

14	Schedule Analyst I,	<p>Functional Responsibilities, Designs, develops, programs, installs, implements, conducts research for, and maintains internal data processing computer systems and utilities, and/or for customers on a contract basis. Analyzes internal or external customers' needs, and determines equipment and software requirements for solutions to problems by means of automated systems; develops customized solutions to customer/user problems. Establishes system parameters and formats; ensures hardware/software compatibility; and coordinates and/or modifies user requirements in terms of existing and projected computer capacity and capabilities. Maintains supplied software packages for internal users. Analyzes new hardware to determine its need or application in the existing or proposed system; advises on new techniques and estimated costs associated with new or revised programs and utilities, taking into consideration personnel, time, and hardware requirements, and makes trade-off analyses; develops general and detailed documentation describing system specifications and operating instructions.</p>	<p>Minimum/General Experience: This position requires a minimum of four years IT experience. Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. Education and experience requirements may be substituted with: 1. A Master's Degree (in subjects described above) with four years of general experience of which at least two years must be specialized experience. 2. No degree and ten years of general experience of which at least eight years must be specialized experience.</p>
15	Schedule Analyst II,	<p>Functional Responsibilities, Designs, develops, programs, installs, implements, conducts research for, and maintains internal data processing computer systems and utilities, and/or for customers on a contract basis. Analyzes internal or external customers' needs, and determines equipment and software requirements for solutions to problems by means of automated systems; develops customized solutions to customer/user problems. Establishes system parameters and formats; ensures hardware/software compatibility; and coordinates and/or modifies user requirements in terms of existing and projected computer capacity and capabilities. Maintains supplied software packages for internal users. Analyzes new hardware to determine its need or application in the existing or proposed system; advises on new techniques and estimated costs associated with new or revised programs and utilities, taking into consideration personnel, time, and hardware requirements, and makes trade-off analyses; develops general and detailed documentation describing system specifications and operating instructions.</p>	<p>Minimum/General Experience: This position requires a minimum of six years IT experience. Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. Education and experience requirements may be substituted with: 1. A Master's Degree (in subjects described above) with four years of general experience of which at least two years must be specialized experience. 2. No degree and ten years of general experience of which at least eight years must be specialized experience.</p>

16	Schedule Analyst III,	<p>Functional Responsibilities, Designs, develops, programs, installs, implements, conducts research for, and maintains internal data processing computer systems and utilities, and/or for customers on a contract basis. Analyzes internal or external customers' needs, and determines equipment and software requirements for solutions to problems by means of automated systems; develops customized solutions to customer/user problems. Establishes system parameters and formats; ensures hardware/software compatibility; and coordinates and/or modifies user requirements in terms of existing and projected computer capacity and capabilities. Maintains supplied software packages for internal users. Analyzes new hardware to determine its need or application in the existing or proposed system; advises on new techniques and estimated costs associated with new or revised programs and utilities, taking into consideration personnel, time, and hardware requirements, and makes trade-off analyses; develops general and detailed documentation describing system specifications and operating instructions.</p>	<p>Minimum/General Experience: This position requires a minimum of eight years IT experience. Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. Education and experience requirements may be substituted with: 1. A Master's Degree (in subjects described above) with four years of general experience of which at least two years must be specialized experience. 2. No degree and ten years of general experience of which at least eight years must be specialized experience.</p>
17	Specialty Engineer I,	<p>Functional Responsibilities. Applies an enterprise-wide set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Develops analytical and computational techniques and methodology for problem solutions. Performs enterprise wide strategic systems planning, business information planning, business and analysis. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools; such as Integrated Computer- Aided Software Engineering (I-CASE) tools. Applies reverse engineering and re- engineering disciplines to develop migration strategic and planning documents. Has experience with such methodologies as IDEF 0 process modeling and IDEF 1X data modeling. Provides technical guidance in software engineering techniques and automated support tools.</p>	<p>Minimum/General Experience: This position requires a minimum of six years experience in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. Of the six years general experience, a minimum of three to four years specialized experience is required in the following: demonstrated experience in managing the implementation of information engineering projects and experience in systems analysis, design and programming. Demonstrated experience in the client/server environment. Proven managerial and supervisory skills. Demonstrated exceptional written and oral communications skills, including giving formal presentations to different audiences. Must demonstrate the ability to work independently or under only general direction. Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. Education and experience requirements may be substituted with: 1. A Master's Degree (in subjects described above) with four years of general experience of which at least two years must be specialized experience. 2. No degree and ten years of general experience of which at least eight years must be specialized experience.</p>

18	Specialty Engineer II,	<p>Functional Responsibilities. Applies an enterprise-wide set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Develops analytical and computational techniques and methodology for problem solutions. Performs enterprise wide strategic systems planning, business information planning, business and analysis. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools; such as Integrated Computer- Aided Software Engineering (I-CASE) tools. Applies reverse engineering and re- engineering disciplines to develop migration strategic and planning documents. Has experience with such methodologies as IDEF 0 process modeling and IDEF 1X data modeling. Provides technical guidance in software engineering techniques and automated support tools.</p>	<p>Minimum/General Experience: This position requires a minimum of eight years experience in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. Of the eight years general experience, a minimum of five to six years specialized experience is required in the following: demonstrated experience in managing the implementation of information engineering projects and experience in systems analysis, design and programming. Demonstrated experience in the client/server environment. Proven managerial and supervisory skills. Demonstrated exceptional written and oral communications skills, including giving formal presentations to different audiences. Must demonstrate the ability to work independently or under only general direction. Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. Education and experience requirements may be substituted with: 1. A Master's Degree (in subjects described above) with four years of general experience of which at least two years must be specialized experience. 2. No degree and ten years of general experience of which at least eight years must be specialized experience.</p>
19	Specialty Engineer III.	<p>Functional Responsibilities. Applies an enterprise-wide set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Develops analytical and computational techniques and methodology for problem solutions. Performs enterprise wide strategic systems planning, business information planning, business and analysis. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools; such as Integrated Computer- Aided Software Engineering (I-CASE) tools. Applies reverse engineering and re- engineering disciplines to develop migration strategic and planning documents. Has experience with such methodologies as IDEF 0 process modeling and IDEF 1X data modeling. Provides technical guidance in software engineering techniques and automated support tools.</p>	<p>Minimum/General Experience: This position requires a minimum of ten years experience in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. Of the ten years general experience, a minimum of seven years specialized experience is required in the following: demonstrated experience in managing the implementation of information engineering projects and experience in systems analysis, design and programming. Demonstrated experience in the client/server environment. Proven managerial and supervisory skills. Demonstrated exceptional written and oral communications skills, including giving formal presentations to different audiences. Must demonstrate the ability to work independently or under only general direction. Minimum Education: A Bachelor's degree in computer science/systems, information systems/technology, engineering/engineering technology, software engineering/programming, management, natural sciences, social sciences, mathematics or business/finance. Education and experience requirements may be substituted with: 1. A Master's Degree (in subjects described above) with four years of general experience of which at least two years must be specialized experience. 2. No degree and ten years of general experience of which at least eight years must be specialized experience.</p>

