

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

Labor Category	10/2/07-10/1/08	10/2/08-10/1/09	10/2/09-10/1/10	10/2/10-10/1/11	10/2/11-10/1/12
Project Manager	\$ 95.08	\$ 97.97	\$ 100.95	\$ 104.02	\$ 107.18
Quality Assurance Manager	\$ 99.69	\$ 102.72	\$ 105.84	\$ 109.06	\$ 112.38
Information Security Engineer	\$ 112.01	\$ 115.41	\$ 118.92	\$ 122.54	\$ 126.26
Network Engineer, Sr.	\$ 85.44	\$ 88.04	\$ 90.71	\$ 93.47	\$ 96.31
Network Engineer, Jr.	\$ 70.42	\$ 72.56	\$ 74.76	\$ 77.04	\$ 79.38
Computer Systems Programmer, Sr.	\$ 86.20	\$ 88.82	\$ 91.52	\$ 94.30	\$ 97.17
Computer Systems Programmer, Jr.	\$ 61.02	\$ 62.88	\$ 64.79	\$ 66.76	\$ 68.79
Systems Administrator	\$ 77.39	\$ 79.74	\$ 82.17	\$ 84.67	\$ 87.24
Database Management Specialist	\$ 70.42	\$ 72.56	\$ 74.76	\$ 77.04	\$ 79.38
Project Control Specialist	\$ 53.58	\$ 55.21	\$ 56.89	\$ 58.62	\$ 60.40
Technical Writer	\$ 46.60	\$ 48.01	\$ 49.47	\$ 50.98	\$ 52.53

Labor Category Descriptions

Project Manager

Minimum Education/Experience:

Bachelor's Degree and 6 years of experience in information technology of which at least 2 years managing information technology contract performance. He/she has demonstrated leadership and management skills commensurate with experience level. He/she works under the program manager to execute the project as specified within the task order. Experienced in using automated project management products. He/she also is seasoned in developing and implementing program management plans and procedures, as well as work plans, schedules, and budgets.

Functional Responsibility:

Helps plan, organize, direct, and control overall activities of a project, including project management, technical work, quality of work, schedule, and costs. He/she provides supervisory, technical, and administrative direction to the staff. He/she anticipates problems and risks, and works to mitigate them. He/she monitors each task and regularly briefs client management orally and in writing, concerning problems encountered and accomplishments. He/she evaluates staff performance and reviews work products on a daily basis. He/she is responsible for keeping time and budget commitments for the company. He/she may serve as the technical lead for the project.

Quality Assurance (QA) Manager

Minimum Education/Experience:

Bachelor's Degree and six (6) years of experience in quality assurance and quality control and at least three (3) years of experience in verification and validation, software testing and integration, software metrics, and their application to software quality assessment.

Functional Responsibility:

Provides quality management for information systems using the standard methodologies, techniques, and metrics for assuring products quality and key activities in quality management. Must have good QA/process knowledge and possess superior written and verbal communication skills.

Information Security Engineer

Minimum Education/Experience:

Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, business, or other related scientific or technical discipline. A Master's Degree is preferred. A Master's Degree in one of the above disciplines equals one year specialized and two years general experience. This position requires a minimum of eight (8) years of experience in information protection. At least five (5) years experience in defining security programs or processes for the protection of sensitive or classified information.

Functional Responsibility:

Oversees the efforts and can also analyze and define security requirements for information protection. Define and develop security policies. Can oversee and perform the analysis of the sensitive information, perform vulnerability and risk assessments on the basis of defined sensitivity and information flow.

Sr. Network Engineer

Minimum Education/ Experience:

Bachelor's Degree and 8 or more years of professional experience. He/she understands LAN configuration, hardware, and current software products. He/she uses their knowledge to diagnose LAN problems and work with junior staff to correct them. He/she is adept at documenting the LAN specifications and performance parameters, and in written and verbal communication.

Functional Responsibility:

The Sr. Network Engineer possesses and applies a comprehensive knowledge in LAN administration. He/she offers well-developed leadership skills. He/she leads the effort to design, test, installation, implementation, and maintenance of computer networks. He/she operates computer networks, identifies and solves problems, and handles restart/recover, additions, deletions and modifications of workstations and servers. He/she communicates well with end users. He/she may provide team leadership to less experienced LAN administrators.

Jr. Network Engineer

Minimum Education/ Experience:

Bachelor's Degree and 5 years of professional experience. He/she is assigned tasks according to their level of experience. He/she possesses solid writing and communications skills.

Functional Responsibility:

The Network Engineer assists in the design, test, installation, implementation, and maintenance of computer networks. He/she operates computer networks, identifies and solves problems, and handles restart/recover, additions, deletions and modifications of workstations and servers. He/she communicates well with end users.

Sr. Computer Systems Programmer

Minimum Education/Experience:

A Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline or three (3) years of equivalent experience in a related field. Must have twelve (12) years of computer experience in Information Systems Design and at least ten (10) years of experience in IT Systems Analysis and Programming.

A Master's Degree is preferred. A Master's Degree in one of the above disciplines equals one year specialized and two years general experience.

Functional Responsibility:

Create and/or maintain operating systems, communications software, database packages, compilers, repositories, and utility and assembler programs. Modify existing software and develop special-purpose software to ensure efficiency and integrity between systems and applications.

Jr. Computer Systems Programmer

Minimum Education/Experience:

A Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline or three (3) years of equivalent experience in a related field. A Master's Degree is preferred. A Master's Degree in one of the above disciplines equals one year specialized and two years general experience. Must have two (2) years of computer experience in information systems design and at least one (1) years of experience in IT Systems Analysis and Programming.

Functional Responsibility:

Create and/or maintain operating systems, communications software, database packages, compilers, repositories, and utility and assembler programs. Modify existing software and develop special-purpose software to ensure efficiency and integrity between systems and applications.

Systems Administrator

Minimum Education/Experience:

Must have an Associate's Degree from an accredited college or university in Computer Science, Information Systems, Business, or other related technical discipline. A Bachelor's Degree in one of the above disciplines equals one year specialized and two years general experience. An additional year of specialized experience may be substituted for the required education. Two (2) years experience in a computer-related field and one (1) year experience administering multi-user, shared processor systems and data communications networks.

Functional Responsibility:

Monitor and coordinate all data system operations, including security procedures, and liaison with end users. Ensure that necessary system backups are performed and storage and rotation of backups is accomplished. Monitor and maintain records of system performance and capacity to arrange vendor services or other actions for reconfiguration and anticipate requirements for system expansion. Assist managers to monitor and comply with State Data Security Requirements. Coordinate software development, user training, network management and minor installation and repair of equipment.

Database Management Specialist

Minimum Education/Experience:

A Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline or three (3) years of equivalent experience in a related field. A Master's Degree in one of the above disciplines equals one year specialized and two years general experience. Must have three (3) years experience in DBMS Systems Analysis and Programming and at least one (1) years of experience in using current DBMS technologies, application design utilizing various database management systems and experience with DBMS internals.

Functional Responsibility:

Must be capable of providing highly technical expertise and support in the use of DBMS. Must be able to evaluate and recommend available DBMS products to support validated user requirements. Defines file organization, indexing methods, and security procedures for specific user applications. Develops, implements, and maintains database backup and recovery procedures for the processing environments, and ensures that data integrity, security, and recoverability are built into the DBMS applications.

Project Control Specialist

Minimum Education/Experience:

High School Degree and three (3) years of experience working with monitoring systems. Be familiar with manpower and resource planning, preparing financial reports and presentations, and cost reporting Contract guidelines. Preparation and analysis of financial statements, development of project schedules, using cost accounting and labor reporting systems, working knowledge of Contracts and subcontract management. Must be proficient in the use of spreadsheets and project management tools.

Functional Responsibility:

Monitor financial and/or administrative aspects of assigned Contracts and deliverables. Track and validate all client financial information, establish and Master Contract files, prepare and monitor status of all deliverables and track the value of Contracts. Use automated systems to track deliverables, financial transactions, and management information. High School Diploma or equivalent. A Bachelor's Degree is preferred.

Technical Writer

Minimum Education/ Experience.

A Bachelor's degree in English, Literature, or other related discipline. This position requires a minimum of three years experience, of which at least one year must be specialized. Specialized experience includes: demonstrated experience in editing documents, including technical documents. Demonstrated ability to work independently or under only general direction. With a Master's Degree (in the fields described above): two years general. experience of which at least one year must be specialized experience is required. With seven years general experience of which at least five years is specialized, a degree is not required.

Functional Responsibility:

Assists in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and reports. Edits functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents.