Federal Supply Service

Metrica, Inc.™

Authorized Information Technology Schedule Pricelist

Contract Number:	Period Covered by Contract:	FSC Group 70
GS-35F-4743G	07/29/1997 - 07/28/2007	

Metrica, Inc.

http:\\www.metricanet.com

GENERAL SERVICES ADMINISTRATION

FEDERAL SUPPLY SERVICE

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!™ is: http://www.fss.gsa.gov.

Contract Number: GS-35F-4743G

FSC Group 70

Period Covered by Contract: July 29, 1997 through July 28, 2007

8620 N. New Braunfels, Suite 603

San Antonio, Texas 78217-6363

(210) 822-2310

Metrica Inc. is a Woman Owned, Small Disadvantaged Business

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

Special Item No. 132-8 Purchase of Equipment
Special Item No. 132-12 Maintenance, Repair Service and Repair Parts/Spare Parts
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 132-8   PURCHASE OF EQUIPMENT

FSC CLASS 7010 - SYSTEM CONFIGURATION

End User Computers/Desktop Computers
Servers
Laptop/Portable/Notebook Computers
Other Systems Configuration Equipment, Not Elsewhere Classified

FSC CLASS 7025 - INPUT/OUTPUT AND STORAGE DEVICES

Printers
Display
Network Equipment
Storage Devices including Magnetic Storage, Magnetic Tape Storage and Optical Disk Storage
Other Input/Output and Storage Devices, Not Elsewhere Classified

FSC CLASS 7035 - ADP SUPPORT EQUIPMENT

ADP Support Equipment

FSC CLASS 7050 - ADP COMPONENTS

ADP Boards

SIN 132-8   Other Items Offered

- Installation (FPDS Code N070) for Equipment Offered

NOTE: Installation must be incidental to, in conjunction with and in direct support of the products sold under SIN 132-8 of this contract and cannot be purchased separately. If the construction, alteration or repair is segregable and exceeds $2,000, then the requirements of the Davis-Bacon Act apply.

SIN 132-12   MAINTENANCE OF EQUIPMENT, REPAIR SERVICE, AND REPAIR PARTS/SPARE PARTS (FPDS Code J070 - Maintenance and Repair Service)(Repair Parts/Spare Parts - See FSC Class for basic equipment)

- Maintenance
- Repair Service
- Repair Parts/Spare Parts
- Third Party Maintenance

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 D308   Millennium Conversion Services (Y2K)
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 D317   Automated News Services, Data Services, or Other Information 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.

Metrica, Inc.
8620 N. New Braunfels, Suite 603, San Antonio, Texas, 78217-6363
Phone (210)822-2310

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General Services Administration
Federal Supply Service

Pricelist current through Modification #_____, dated 05/2002 .

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

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INFORMATION FOR ORDERING OFFICES
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 Supply Schedules Program. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the 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 Supply 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:

The geographic scope of this contract is the 48 contiguous states, the District of Columbia, Alaska, Hawaii, the Commonwealth of Puerto Rico and such other overseas locations as listed herein.

2.   CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

Ordering Address:

Metrica, Inc.
8620 N. New Braunfels, Suite 603
San Antonio, TX 78217-6363

Payment Address:

Metrica, Inc.
PO Box 900
San Antonio, TX 78293

Contractors are required to accept the Government purchase card for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Government purchase 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 agencies to obtain technical and/or ordering assistance:

1-210-822-2310
1-800-374-6601

3. LIABILITY FOR INJURY OR DAMAGE

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

4. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

Block 9: G. Order/Modification Under Federal Schedule: GS-35F-4743G

Block 16: Data Universal Numbering System (DUNS) Number: 15-675-3402

Block 30: Type of Contractor:

> A.   Small Disadvantaged Business

> Block 31: Woman-Owned Small Business – Yes

> Block 36: Contractor's Taxpayer Identification Number (TIN): 74-236-7789

4a. CAGE Code: 0UTY8

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)

132-8, 132-12, 132-51   30   Days

b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry

within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame 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: 0 % - 0 days from receipt of invoice or date of acceptance, whichever is later.

b. Quantity - %0 discount

c. Dollar Volume - %0 discount

d. Government Educational Institutions are offered the same discounts as all other Government customers.

e. Other - %0 discount

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 $2,500.00.

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 132-8 - Purchase of Equipment
Special Item Number 132-51 - Information Technology (IT) Professional Services

b. The Maximum Order value for the following Special Item Numbers (SINs) is $10,000

Special Item Number 132-12 – Repair Parts/Spare Parts ONLY

Note: Maximum Orders do not apply to Special Item Numbers 132-12 Maintenance and Repair Service (except for Repair Parts/Spare Parts).

12. USE OF FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY SCHEDULE CONTRACTS. IN ACCORDANCE WITH FAR 8.404:

NOTE: Special ordering proceedures have been established for Special Item Numbers (SINs) 132-51 IT Professional Services.

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering offices need not seek further competition, synopsize the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices of items under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined below, the ordering office has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the Government's needs.

a. Orders placed at or below the micro-purchase threshold. Ordering offices can place orders at or below the micro-purchase threshold with any Federal Supply Schedule Contractor.

b. Orders exceeding the micro-purchase threshold but not exceeding the maximum order threshold. Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering offices should consider reasonably available information about the supply or service offered under MAS contracts by using the "GSA Advantage!" on-line shopping service, or by reviewing the catalogs/pricelists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the agency's needs. In selecting the supply or service representing the best value, the ordering office may consider--

(1) Special features of the supply or service that are required in effective program performance and that are not provided by a comparable supply or service;

(2) Trade-in considerations;

(3) Probable life of the item selected as compared with that of a comparable item;

(4) Warranty considerations;

(5) Maintenance availability;

(6) Past performance; and

(7) Environmental and energy efficiency considerations.

c. Orders exceeding the maximum order threshold. Each schedule contract has an established maximum order threshold. This threshold represents the point where it is advantageous for the ordering office to seek a price reduction. In addition to following the procedures in paragraph b, above, and before placing an order that exceeds the maximum order threshold, ordering offices shall--

Review additional Schedule Contractors'

(1) catalogs/pricelists or use the "GSA Advantage!" on-line shopping service;

(2) Based upon the initial evaluation, generally seek price reductions from the Schedule Contractor(s) appearing to provide the best value (considering price and other factors); and

(3) After price reductions have been sought, place the order with the Schedule Contractor that provides the best value and results in the lowest overall cost alternative. If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

NOTE: For orders exceeding the maximum order threshold, the Contractor may:

(1) Offer a new lower price for this requirement (the Price Reductions clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations);

(2) Offer the lowest price available under the contract; or

(3)   Decline the order (orders must be returned in accordance with FAR 52.216-19).

d. Blanket purchase agreements (BPAs). The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. Ordering offices may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.

e. Price reductions. In addition to the circumstances outlined in paragraph c, above, there may be instances when ordering offices will find it advantageous to request a price reduction. For example, when the ordering office finds a schedule supply or service elsewhere at a lower price or when a BPA is being established to fill recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer the ordering office the opportunity to secure greater discounts. Schedule Contractors are not required to pass on to all schedule users a price reduction extended only to an individual agency for a specific order.

f. Small business. For orders exceeding the micro-purchase threshold, ordering offices should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.

g. Documentation. Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an agency requirement in excess of the micro-purchase threshold is defined so as to require a particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering office shall include an explanation in

the file as to why the particular brand name, product, or feature is essential to satisfy the agency's needs.

13.   FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS:

Federal departments and agencies acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering offices, 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 Supply Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

14.   SECURITY REQUIREMENTS.

In the event security requirements are necessary, the ordering activities may incorporate, in their delivery orders, a security clause in accordance with current laws, regulations, and individual agency policy; however, the burden of administering the security requirements shall be with the ordering agency. If any costs are incurred as a result of the inclusion of security requirements, such costs will not exceed ten percent (10%) or $100,000, of the total dollar value of the order, whichever is less.

15.   CONTRACT ADMINISTRATION FOR ORDERING OFFICES:

Any ordering office, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the Government's convenience, and (m) Termination for Cause (See C.1.)

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 INCIDENTAL, NON-SCHEDULE ITEMS

For administrative convenience, open market (non-contract) items may be added to a Federal Supply Schedule Blanket Purchase Agreement (BPA) or an individual order, provided that the items are clearly labeled as such on the order, all applicable regulations have been followed, and price reasonableness has been determined by the ordering activity for the open market (non-contract) items.

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:

_____

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

20. BLANKET PURCHASE AGREEMENTS (BPAS)

Federal Acquisition Regulation (FAR) 13.303-1(a) defines Blanket Purchase Agreements (BPAs) as "…a simplified method of filling anticipated repetitive needs for supplies or services by establishing 'charge accounts' with qualified sources of supply." The use of Blanket Purchase Agreements under the Federal Supply Schedule Program is authorized in accordance with FAR 13.303-2(c)(3), which reads, in part, as follows:

"BPAs may be established with Federal Supply Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract."

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times. Agencies may qualify for the best quantity/volume discounts available under the contract, based on the potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be able to secure a discount higher than that available in the contract based on the aggregate volume of business possible under a BPA. Finally, Contractors may be open to a progressive type of discounting where the discount would increase once the sales accumulated under the BPA reach certain prescribed levels. Use of a BPA may be particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this Schedule Pricelist, for customers to consider when using this purchasing tool.

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, Contractor's Reports of Sales and 552.238-76, Industrial Funding Fee, 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 clausae that no laborer or mechanic employed directly upon the site of the work shall received 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 requisitioning activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

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:

http://www.metricanet.com

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

TERMS AND CONDITIONS APPLICABLE TO PURCHASE OF GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT
(SPECIAL ITEM NUMBER 132-8)

1.   MATERIAL AND WORKMANSHIP

All equipment furnished hereunder must satisfactorily perform the function for which it is intended.

2.   ORDER

Written orders, EDI orders (GSA Advantage! and FACNET), credit card orders, and orders placed under blanket purchase agreements (BPA) agreements shall be the basis for purchase in accordance with the provisions of this contract. If time of delivery extends beyond the expiration date of the contract, the Contractor will be obligated to meet the delivery and installation date specified in the original order.

For credit card orders and BPAs, telephone orders are permissible.

3.   TRANSPORTATION OF EQUIPMENT

FOB DESTINATION. Prices cover equipment delivery to destination, for any location within the geographic scope of this contract.

4.   INSTALLATION AND TECHNICAL SERVICES

a. INSTALLATION. When the equipment provided under this contract is not normally self-installable, the Contractor's technical personnel shall be available to the Government, at the Government's location, to install the equipment and to train Government personnel in the use and maintenance of the equipment. The charges, if any, for such services are listed below, or in the price schedule:

_____

_____

_____

b. 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 clausae that no laborer or mechanic employed directly upon the site of the work shall received 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 requisitioning activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

c. OPERATING AND MAINTENANCE MANUALS. The Contractor shall furnish the Government with one (1) copy of all operating and maintenance manuals which are normally provided with the equipment being purchased.

5.   INSPECTION/ACCEPTANCE

The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The Government reserves the right to inspect or test any equipment that has been tendered for acceptance. The Government may require repair or replacement of nonconforming equipment at no increase in contract price. The Government must exercise its postacceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the item, unless the change is due to the defect in the item.

6.   WARRANTY

a.   Unless specified otherwise in this contract, the Contractor's standard commercial warranty as stated in the contract's commercial pricelist will apply to this contract.

b.   The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.

c.   Limitation of Liability.   Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the Government for consequential damages resulting from any defect or deficiencies in accepted items.

d.   If inspection and repair of defective equipment under this warranty will be performed at the Contractor's plant, the address is as follows: 8620 N. New Braunfels, Suite 603, San Antonio, TX 78217.

7.   PURCHASE PRICE FOR ORDERED EQUIPMENT

The purchase price that the Government will be charged will be the Government purchase price in effect at the time of order placement, or the Government purchase price in effect on the installation date (or delivery date when installation is not applicable), whichever is less.

8.   RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City or otherwise) covering work of this character, and shall include all costs, if any, of such compliance in the prices quoted in this offer.

9.   TRADE-IN OF INFORMATION TECHNOLOGY EQUIPMENT

When an agency determines that Information Technology equipment will be replaced, the agency shall follow the contracting policies and procedures in the Federal Acquisition Regulation (FAR), the policies and procedures regarding disposition of information technology excess personal property in the Federal Property Management Regulations (FPMR) (41 CFR 101-43.6), and the policies and procedures on exchange/sale contained in the FPMR (41 CFR part 101-46).

TERMS AND CONDITIONS APPLICABLE TO MAINTENANCE, REPAIR SERVICE AND REPAIR PARTS/SPARE PARTS FOR GOVERNMENT-OWNED
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT (AFTER EXPIRATION OF GUARANTEE/WARRANTY PROVISIONS AND/OR WHEN REQUIRED SERVICE IS NOT COVERED BY GUARANTEE/WARRANTY PROVISIONS) AND FOR LEASED EQUIPMENT
(SPECIAL ITEM NUMBER 132-12)

1.   SERVICE AREAS

a.   The maintenance and repair service rates listed herein are applicable to any Government location within a <u>30</u> mile radius of the Contractor's service points. If any additional charge is to apply because of the greater distance from the Contractor's service locations, the mileage rate or other distance factor shall be stated in paragraphs 7.d and 8.d of this Special Item Number 132-12.

b.   When repair services cannot be performed at the Government installation site, the repair services will be performed at the Contractor's plant(s) listed below:

<u>8620 N. New Braunfels, Suite 603</u>
<u>San Antonio, TX 78217-6363</u>

2.   MAINTENANCE ORDER

a.   Agencies may use written orders, EDI orders, credit card orders, or BPAs, for ordering maintenance under this contract. The Contractor shall confirm orders within fifteen (15) calendar days from the date of receipt, except that confirmation of orders shall be considered automatic for renewals for maintenance (Special Item Number 132-12). Automatic acceptance of order renewals for maintenance service shall apply for machines which may have been discontinued from use for temporary periods of time not longer than 120 calendar days. If the order is not confirmed by the Contractor as prescribed by this paragraph, the order shall be considered to be confirmed by the Contractor.

b.   The Contractor shall honor orders for maintenance for the duration of the contract period or a lessor period of time, for the equipment shown in the pricelist. Maintenance service shall commence on a mutually agreed upon date, which will be written into the maintenance order. Maintenance orders shall not be made effective before the expiration of any applicable maintenance and parts guarantee/warranty period associated with the purchase of equipment. Orders for maintenance service shall not extend beyond the end of the contract period.

c.   Maintenance may be discontinued by the Government on thirty (30) calendar days written notice, or shorter notice when agreed to by the Contractor; such notice to become effective thirty (30) calendar days from the date on the notification. However, the Government may extend the original discontinuance date upon written notice to the Contractor, provided that such notice is furnished at least ten (10) calendar days prior to the original discontinuance date.

d.   Annual Funding. When annually appropriated funds are cited on a maintenance order, the period of maintenance shall automatically expire on September 30th of the contract period, or at the end of the contract period, whichever occurs first. Renewal of a maintenance order citing the new appropriation shall be required, if maintenance is to continue during any remainder of the contract period.

e.   Cross-year Funding Within Contract Period.   Where an ordering office's specific appropriation authority provides for funds in excess of a 12 month, fiscal year period, the ordering office may place an

order under this schedule contract for a period up to the expiration of the contract period, notwithstanding the intervening fiscal years.

f.   Ordering offices should notify the Contractor in writing thirty (30) calendar days prior to the expiration of maintenance service, if maintenance is to be terminated at that time.   Orders for continued maintenance will be required if maintenance is to be continued during the subsequent period.

3.   REPAIR SERVICE AND REPAIR PARTS/SPARE PARTS ORDERS

a.   Agencies may use written orders, EDI orders, credit card orders, blanket purchase agreements (BPAs), or small order procedures for ordering repair service and/or repair parts/spare parts under this contract.   Orders for repair service shall not extend beyond the end of the contract period.

b.   When repair service is ordered, only one chargeable repairman shall be dispatched to perform repair service, unless the ordering office agrees, in advance, that additional repair personnel are required to effect repairs.

4.   LOSS OR DAMAGE

When the Contractor removes equipment to his establishment for repairs, the Contractor shall be responsible for any damage or loss, from the time the equipment is removed from the Government installation, until the equipment is returned to such installation.

5.   SCOPE

a.   The Contractor shall provide maintenance for all equipment listed herein, as requested by the Government agency during the contract term.   Repair service and repair parts/spare parts shall apply exclusively to the equipment types/models within the scope of this Information Technology Schedule.

b.   Equipment placed under maintenance service shall be in good operating condition.

(1) In order to determine that the equipment is in good operating condition, the equipment shall be subject to inspection by the Contractor, without charge to the Government.

(2) Costs of any repairs performed for the purpose of placing the equipment in good operating condition shall be borne by the Contractor, if the equipment was under the Contractor's guarantee/warranty or maintenance responsibility prior to the effective date of the maintenance order.

(3) If the equipment was not under the Contractor's responsibility, the costs necessary to place the equipment in proper operating condition are to be borne by the Government, in accordance with the provisions of Special Item Number 132-12 (or outside the scope of this contract).

6.   RESPONSIBILITIES OF THE GOVERNMENT

a.   Government personnel shall not perform maintenance or attempt repairs to equipment while such equipment is under the purview of a maintenance order, unless agreed to by the Contractor.

b.   Subject to security regulations, the Government shall permit access to the equipment which is to be maintained or repaired.

7.   RESPONSIBILITIES OF THE CONTRACTOR

For equipment not covered by a maintenance contract or warranty, the Contractor's repair service personnel shall complete repairs as soon as possible after notification by the Government that service is required.   Within the service areas, this repair service should normally be done within 4 hours after notification.

8.   MAINTENANCE RATE PROVISIONS

a.   The Contractor shall bear all costs of maintenance, including labor, parts, and such other expenses as are necessary to keep the equipment in good operating condition, provided that the required repairs are not occasioned by fault or negligence of the Government.

b.   REGULAR HOURS - The basic monthly rate for each make and model of equipment shall entitle the Government to maintenance service during a mutually agreed upon nine (9) hour principal period of maintenance, Monday through Friday, exclusive of holidays observed at the Government location.

c.   AFTER HOURS - Should the Government require that maintenance be performed outside of Regular Hours, charges for such maintenance, if any, will be specified in the pricelist. Periods of less than one hour will be prorated to the nearest quarter hour.

d.   TRAVEL AND TRANSPORTATION - If any charge is to apply, over and above the regular maintenance rates, because of the distance between the Government location and the Contractor's service area, the charge will be:

$90/hr plus 34.5¢ a mile

e.   QUANTITY DISCOUNTS

Quantity discounts from listed maintenance service rates for multiple equipment owned and/or leased by a Government agency are indicated below:

Quantity Range		Discounts	
0-9	Units	0	%
10-49	Units	0	%
100-500	Units	0	%

9.   REPAIR SERVICE RATE PROVISIONS

a.   CHARGES. Charges for repair service will include the labor charge, computed at the rates set forth below, for the time during which repairmen are actually engaged in work, and, when applicable, the charge for travel or transportation.

b.   MULTIPLE MACHINES. When repairs are ordered by a Government agency on two or more machines located in one or more buildings within walking distance of each other, the charges will be computed from the time the repairman commences work on the first machine, until the work is completed on the last machine. The time required to go from one machine to another, or from one building to another, will be considered actual work performance, and chargeable to the Government, provided the time consumed in going between machines (or buildings) is reasonable.

c.   TRAVEL OR TRANSPORTATION

(1) AT THE CONTRACTOR'S SHOP

(a)   When equipment is returned to the Contractor's shop for adjustments or repairs which are not covered by the guarantee/warranty provision, the cost of transportation, packing, etc., from the Government location to the Contractor's plant, and return to the Government location, shall be borne by the Government.

(b)   The Government should not return defective equipment to the Contractor for adjustments and repairs or replacement without his prior consultation and instruction.

(2) AT THE GOVERNMENT LOCATION (Within Established Service Areas) - When equipment is repaired at the Government location, and repair service rates are established for service areas or zones, the listed rates are applicable to any Government location within such service areas or zones. No extra charge, time, or expense will be allowed for travel or transportation of repairmen or machines to or from the Government office; such overhead is included in the repair service rates listed.

(3) AT THE GOVERNMENT LOCATION (Outside Established Service Areas)

(a)   The repair service rates listed for subparagraph (2) above apply, except that a travel charge of <u>34.5¢</u> per mile for repairmen will apply to the round-trip distance between the geographic limits of the applicable service area and the Government location. Such charge will apply as an additional charge, but it will be limited to one round trip for each request that is made by the ordering activity for repair service, regardless of whether repairs are performed at the Government location or at the Contractor's shop.

(b)   When the overall travel charge computed at the above mileage rate is unreasonable (considering the time required for travel, actual and necessary transportation costs, and the allowable Government per diem rate for each night the repairman is required to remain overnight at the Government location), the Government shall have the option of reimbursing the Contractor for actual costs, provided that the actual costs are reasonable and allowable. The Contractor shall furnish the Government with a report of travel performed and related expenses incurred. The report shall include departure and arrival dates, times, and the applicable mode of travel.

d. LABOR RATES

(1) REGULAR HOURS - The Regular Hours repair service rates listed herein shall entitle the Government to repair service during the period 8:00 a.m. to 5:00 p.m., Monday through Friday, exclusive of holidays observed at the Government location. There shall be no additional charge for repair service which was requested during Regular Hours, but performed outside the Regular Hours defined above, at the convenience of the Contractor.

(2) AFTER HOURS - When the Government requires that repair service be performed outside the Regular Hours defined above, except Sundays and Holidays observed at the Government location, the After Hours repair service rates listed herein shall apply. The Regular Hours rates defined above shall apply when repair service is requested during Regular Hours, but performed After Hours at the convenience of the Contractor.

(3) SUNDAYS AND HOLIDAYS - When the Government requires that repair service be performed on Sundays and Holidays observed at the Government location, the Sundays and Holidays repair service rates listed herein shall apply. When repair service is requested to be performed during Regular Hours and/or After Hours, but is performed at the convenience of the Contractor on Sundays or Holidays observed at the Government location, the Regular Hours and/or After Hours repair service rates, as applicable, shall apply.

REPAIR SERVICE RATES

LOCATION	MINIMUM CHARGE*	REGULAR HOURS PER HOUR**	AFTER HOURS PER HOUR**	SUNDAYS & HOLIDAYS PER HOUR
Contractor's Shop	$65	$95/hr	$120/hr	$130/hr
Government Location (within established service areas)	$130	$95/hr	$130/hr	$130/hr
Government Location (outside established service areas)	$130+ 34.5¢/mile	$130+ / hr 34.5¢/mile	$145+ / hr 34.5¢/mile	$145+ / hr 34.5¢/mile

* MINIMUM CHARGES INCLUDE 2 FULL HOURS ON THE JOB. 1 FULL HOUR IN THE SHOP.

**FRACTIONAL HOURS, AT THE END OF THE JOB, WILL BE PRORATED TO THE NEAREST QUARTER HOUR.

10. REPAIR PARTS/SPARE PARTS RATE PROVISIONS

All parts, furnished as spares or as repair parts in connection with the repair of equipment, unless otherwise indicated in this pricelist, shall be new, standard parts manufactured by the equipment

manufacturer. All parts shall be furnished at prices indicated in the Contractor's commercial pricelist dated <u>May 2002</u>, at a discount of <u>12</u>% from such listed prices.

11.   GUARANTEE/WARRANTY—REPAIR SERVICE AND REPAIR PARTS/SPARE PARTS

a. REPAIR SERVICE

All repair work will be guaranteed/warranted for a period of <u>30 Days.</u>

b. REPAIR PARTS/SPARE PARTS

All parts, furnished either as spares or repairs parts will be guaranteed/warranted for a period <u>90 Days or Manufacturer's warranty, whichever is longer.</u>

12.   INVOICES AND PAYMENTS

a. Maintenance Service

(1) Invoices for maintenance service shall be submitted by the Contractor on a quarterly or monthly basis, after the completion of such period. Maintenance charges must be paid in arrears (31 U.S.C. 3324). PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

(2) Payment for maintenance service of less than one month's duration shall be prorated at 1/30th of the monthly rate for each calendar day.

b. Repair Service and Repair Parts/Spare Parts

Invoices for repair service and parts shall be submitted by the Contractor as soon as possible after completion of work. Payment under blanket purchase agreements will be made quarterly or monthly, except where cash payment procedures are used. Invoices shall be submitted separately to each Government office ordering services under the contract. The cost of repair parts shall be shown as a separate item on the invoice, and shall be priced in accordance with paragraph #10, above. PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

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.

b.   The Contractor shall provide services at the Contractor's facility and/or at the Government location, as agreed to by the Contractor and the ordering office.

2.   PERFORMANCE INCENTIVES

a.   When using a performance based statement of work, performance incentives may be agreed upon between the Contractor and the ordering office on individual fixed price orders or Blanket Purchase Agreements, for fixed price tasks, under this contract in accordance with this clause.

b.   The ordering office must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.

c.   To the maximum extent practicable, ordering offices shall consider establishing incentives where performance is critical to the agency's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

d.   The above procedures do not apply to Time and Material or labor hour orders.

3.   ORDERING PROCEDURES FOR SERVICES (REQUIRING A STATEMENT OF WORK)

FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Supply Schedules or for some Special Item Numbers (SINs) within a Schedule. GSA has established special ordering procedures for services that require a Statement of Work. These special ordering procedures take precedence over the procedures in FAR 8.404 (b)(2) through (b)(3).

GSA has determined that the prices for services contained in the contractor's price list applicable to this Schedule are fair and reasonable. However, the ordering office using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.

(a) When ordering services, ordering offices shall -

(1) Prepare a Request (Request for Quote or other communication tool):

(i)   A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.

(ii)   The request should include the statement of work and request the contractors to submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering office makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials proposal may be requested. The firm-fixed price shall be based on the rates in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of

work. The firm-fixed price of the order should also include any travel costs or other incidental costs related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor-hour and time-and-materials orders.

(iii)   The request may ask the contractors, if necessary or appropriate, to submit a project plan for performing the task, and information on the contractor's experience and/or past performance performing similar tasks.

(iv)   The request shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (2)(i) below, the request shall notify the contractors that will be the case.

(2) Transmit the Request to Contractors:

(i)   Based upon an initial evaluation of catalogs and price lists, the ordering office should identify the contractors that appear to offer the best value (considering the scope of services offered, pricing and other factors such as contractors' locations, as appropriate). When buying IT professional services under SIN 132-51 ONLY, the ordering office, at its discretion, may limit consideration to those schedule contractors that are small business concerns. This limitation is not applicable when buying supplies and/or services under other SINs as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses that appear to offer services that will meet the agency's needs are available, if the order is estimated to exceed the micro-purchase threshold.

(ii)   The request should be provided to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request should be provided to additional contractors that offer services that will meet the agency's needs. Ordering offices should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.

(3) Evaluate Responses and Select the Contractor to Receive the Order:

After responses have been evaluated against the factors identified in the request, the order should be placed with the schedule contractor that represents the best value. (See FAR 8.404)

(b) The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering office the opportunity to secure volume discounts. When establishing BPAs, ordering offices shall -

(1) Inform contractors in the request (based on the agency's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.

(i)   SINGLE BPA: Generally, a single BPA should be established when the ordering office can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value should be awarded the BPA. (See FAR 8.404)

(ii)   MULTIPLE BPAs: When the ordering office determines multiple BPAs are needed to meet its requirements, the ordering office should determine which contractors can meet any technical qualifications before establishing the BPAs. When multiple BPAs are established, the authorized users must follow the procedures in (a)(2)(ii) above and then place the order with the Schedule contractor that represents the best value.

(2) Review BPAs Periodically: Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value. (See FAR 8.404)

(c) The ordering office should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.

(d) When the ordering office's requirement involves both products as well as executive, administrative and/or professional, services, the ordering office should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the best value. (See FAR 8.404)

The ordering office, at a minimum, should document orders by identifying the contractor from which the services were purchased, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For agency requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.

Ordering procedures for other services available on schedule at fixed prices for specifically defined services or tasks should use the procedures in FAR 8.404. These procedures are listed in the pricelist, under "Information for Ordering Offices," paragraph #12.

4.   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 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.

5.   PERFORMANCE OF SERVICES

a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering office.

b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering office.

c. The Agency should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

6.   INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) 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) 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 Rights in Data – General, may apply.

8.   RESPONSIBILITIES OF THE GOVERNMENT

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

9.   INDEPENDENT CONTRACTOR

All IT 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 Government.

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 Government contract, without some restriction on 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 Government, ordering offices 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 services.   Progress payments may be authorized by the ordering office 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 Government 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 (Alternate I (APR 1984)) at FAR 52.232-7 applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts (FEB 1997) (Alternate II (JAN 1986)) at FAR 52.232-7 applies to labor-hour orders placed under this contract.

13.   RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user agency 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 agency 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

Labor pricing and descriptions can be found under SIN 132-51 section of this price proposal.

USA COMMITMENT TO PROMOTE
SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS

PREAMBLE

(Name of Company) provides commercial products and services to the Federal Government. 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 Federal Government contracts. To accelerate potential opportunities please contact Jonathan Fast by phone at (210)822-2310; by email at jfast@metricnet.com; or by fax at (210)804-0836.

BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act   (Agency) and (Contractor) 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-4743G.

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 futher 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 Government that works better and costs less.

Signatures

Agency	Date	Contractor	Date

BPA NUMBER_____

(CUSTOMER NAME)

BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) <u>GS-35F-4743G</u>, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering Agency):

(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 Government 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.

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 customer agency 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.

EQUIPMENT PRICING

METRICA PART # MANUFACTURER	DESCRIPTION	GSA PRICE
COMPUTER VISION PERIPHERALS		
93-3001-001	**Biclops® Vision System.** The Biclops Vision System (BVS) is a stereo vision processing engine for extracting 3-D information from a pair of video cameras in real-time. It is capable of providing depth maps, track single or multiple objects in an unstructured environment, and interpreting human hand gestures. The hardware equipment consists of a Biclops PTV stereo camera pointing mechanism, a pair of digital cameras, and a PC/104Plus-based processing engine. Weighing approximately 5 pounds and consuming less than 30 Watts, BVS provides a convenient form factor for small mobile vehicles' vision. The Biclops PTV is a pan tilt, verge head for Computer Vision Applications. It has a max camera/lens mass 500g each, stereo camera mounting distance of 160mm, camera mount fine adjustment range of pitch 1.5 degrees and roll 2.0 degrees. The PTV Mass (w/o cameras) is 1.1Kg with overall dimensions w/o cameras of 155mm (H) x 160mm (W) x 101mm (D). The PTV's mounting hole pattern is 4-40 threaded holes 6mm deep, 53mm x 53mm square pattern with custom mounting interfaces available. Power consumption equals 24v motor power, 750ma (maximum) and 7.5 logic power. 1 Year Warranty. It's external interface is through a standard 100BaseTx connection and comes with a C++ and Java API with example source code and complete documentation.	53,550.00
93-3101-001	**Biclops® Robotic Head.** Pan Tilt, Verge Head for Computer Vision Applications. Max Camera/Lens Mass 500g each, Stereo Camera Mounting Distance of 160mm, Camera Mount Fine Adjustment Range: Pitch 1.5 degrees and Roll 2.0 degrees, PTVM Mass (w/o cameras) 1.1Kg, Overall Dimension w/o Camera: 155mm (H) x 160mm (W) x 101mm (D), Mounting Hole Pattern of 4-40 Threaded Holes 6mm deep, 53mm x 53mm Square Pattern, Custom Mounting Interfaces Available, Power Consumption: 24v Motor Power, 750ma (maximum), 7.5 Logic Power, Designed to be used with 2 relatively compact cameras (ie: Sony XC-75), 1 Year Warranty.	4,995.00
93-3101-002	**Biclops® Pan Tilt Robotic Head** Pan Tilt Head for Computer Vision Applications. Max Camera/Lens Mass 500g each, Stereo Camera Mounting Distance of 160mm, Camera Mount Fine Adjustment Range: Pitch 1.5 degrees and Roll 2.0 degrees, PTVM Mass (w/o cameras) 1.1kg, Overall Dimension w/o Camera: 155mm (H) x 160mm (W) x 101mm (D), Mounting Hole Pattern of 4-40 Threaded Holes 6mm deep, 53mm x 53mm Square Pattern, Custom Mounting Interfaces Available, Power Consumption: 24v Motor Power, 750ma (maximum), 7.5 Logic Power, Designed to be used with 2 relatively compact camera (ie: Sony XC-75), 1 Year Warranty.	2,995.00
93-3001-002	**Biclops® Vision System (BVS) hardware upgrade** Upgrade to existing Biclops-based stereo vision systems to reduce power and size footprint of control electronics while improving reliability and adding digital camera capability.	8,332.00
93-3001-003	**Biclops® Vision System (BVS) software upgrade** This upgrade is an augmentation of older Biclops-based stereo vision algorithms to support 3-D depth maps, stereo tracking, and dynamic gesture recognition in real-time.	24,995.00
COMPUTER PERIPHERALS		
93-3002-001	**Modular Anthropomorphic Robotic System (MARS™) manipulator** 5 degrees of freedom (5-DOF) in a roll-pitch-pitch-pitch-roll configuration. Includes control and drive electronics, inverse kinematics and software API. Interface is through a standard RS-232 serial port. Runs on 12-38VDC and has an excellent strength to weight ratio (specifications available upon request). Mechanism is capable of being mounted on fixed or mobile platforms with minimal control electronics and mounting footprint. Other joint configurations are available as upgrades to the basic 5-DOF mechanism.	99,990.00

METRICA PART # MANUFACTURER	DESCRIPTION	GSA PRICE
93-3002-002	**Barrett Hand** The Barrett Hand is an all-electric, three-fingered, programmable grasper with the dexterity to secure target objects of different sizes, shapes, and orientations. Each finger has its own non-backdrivable worm drive integrated with a patented cable drive mechanism and breakaway clutch. The Barrett Hand is totally self-contained, housing a CPU, software, communications electronics, servo-controllers, and all 4 high-reliability samarium-cobalt brushless motors. Of its three multi-jointed fingers, two have an extra degree of freedom with 180 degrees of synchronous lateral mobility supporting a large variety of grasp types.	29,150.00
93-3002-003	**Integration of Barrett Hand with MARS™ Manipulator** Integrate Barrett Hand BH8-262 with Metrica MARS arm. Integration consists of the mechanical adapter needed to mount the BH8-262 to the arm, electronics to route signals from the BH8-262 controller to a separate host computer via an RS-232 interface, and control software. This item includes the Barrett Hand strain gauge upgrade uption, and the Barrett Hand C++ API library.	15,000.00
MOBILE CONTACT TEAM LAPTOP ACCESSORIES		
MD-U56VE	**56K External Modem** 56K USR External Modem with Cable	159.00
RF ACCESSORIES		
K-258	**RM Keyboard** Rackmount Keyboard for CASS(M) TDA Model.	73.50
CASS(M) RUGGEDIZED SERVER UNITS		
VAN-C2000-TDA-EX	**CASS(M)® Server for fixed locations.** 7U Chassis w/backplane, Second Hot-Swap, PS, PIII 500Mhz CPU, 128MB RAM, 1.44MB floppy drive, CD, Temperature Monitoring System, 4GB Tape & Cartridge, (2) 18GB SCSI Hard Drives, PCI Raid Controller (2) 10/100 NIC Cards, 16-port RS232 Remote Access with a 60" (32U) Bolt-Down Rack Mount Frame (19" W) with Cable Management Trays, Rack Mount 8 Plug/2 Modem Line Power Management Module, 19"x19" Cantilevered Equipment Shelf, 19"x19" Center Weight Equipment Shelf, Sliding Keyboard Tray w/Sliding Mouse Pad, (2) 3Com/USR 56K External Modems, SMC 3616TC-EZ 16 Port 10/100 Ethernet Hub, RocketPort 19" Rack Mount w/16 RJ-45 Ports, Keyboard-PS2, 2 Button Mouse, 15" KDS Monitor, Cables, Adapters, Misc. Hardware Accessory Kit. 5 Year Non-Deployable RTF Warranty.	16,536
VAN-C2000-LF	**CASS (ML) Ruggedized Server** BCU/COTS-4U Chassis with Backplane, 2nd Hot Swap PS, PIII 800Mhz CPU, 512MB RAM, 1.44MB Floppy Disk Drive, CD ROM, ITMS Remote Monitoring System, 4/8GB Tape Drive, (3) 36 GB SCSI Hard Drives, 2 Channel PCI Raid Controller, (2) 10/100 NIC Cards, Modem and 2 slot PC Card Reader. Hardigg Double-Ended Rotomold Case. SU1000 Net/1000VA APC UPS-Rackmount. Keyboard/Monitor/Pointing Device for CASS(L). 5 Year Deployable RTF Warranty (Excludes Case & UPS).	18,475.00
VAN-C2000-Dual	**CASS (ML) Dual Ruggedized Server** BCU/COTS-4U Chassis with Backplane, 2nd Hot Swap PS, Dual PIII 800Mhz CPU, 512MB RAM, 1.44MB Floppy Disk Drive, CD ROM, ITMS Remote Monitoring System, 4/8GB Tape Drive, (3) 36 GB SCSI Hard Drives, 2 Channel PCI Raid Controller, (2) 10/100 NIC Cards, Modem and 2 slot PC Card Reader. Hardigg Double-Ended Rotomold Case. SU1000 Net/1000VA APC UPS-Rackmount. Keyboard/Monitor/Pointing Device for CASS(L). 5 Year Deployable RTF Warranty (Excludes Case & UPS).	19,050.00

METRICA PART # MANUFACTURER	DESCRIPTION	GSA PRICE
CASS M ACCESSORIES: COMPONENTS		
490-9225-004	**CASS(ML) BCU** BCU/COTS-4U Chassis with Backplane, 2nd Hotswap PS, PIII 800Mhz CPU, 512MB RAM, 1.44MB Floppy Disk Drive, CD ROM, ITMS Remote Monitoring System, 4/8GB Tape Drive, (3) 36GB SCSI Hard Drives, 2 Channel PCI Raid Controller, (2) 10/100 NIC Cards, and 2 slot PC Card Reader.	8,750.00
490-9225-05	**CASS(ML) Dual BCU** BCU/COTS-4U Chassis with Backplane, 2nd Hotswap PS, Dual PIII 800Mhz CPU, 512MB RAM, 1.44MB Floppy Disk Drive, CD ROM, ITMS Remote Monitoring System, 4/8GB Tape Drive, (3) 36GB SCSI Hard Drives, 2 Channel PCI Raid Controller, (2) 10/100 NIC Cards, and 2 slot PC Card Reader.	9,500.00
490-9258-001-L	**CASS(M)® Communications Array without RF** Communications shelf, UTP hub, External modems, Mounting hardware (cables, ties, hangers, slides)	3,786.74
MNK-15	**CASS(ML) Monitor/Keyboard/Mouse** CASS(ML) Monitor/Keyboard/Mouse unit. 15" Monitor with integrated Keyboard and Mouse, Mounting Hardware included (cables, ties, hangers and slides).	3,275.00
CASS M ACCESSORIES: HARD DRIVES		
900-9390-001-18	**CASS(M)® 18GB Hard Drive** 18GB Hard Drive with Hot Swap Carrier	462.00
900-9390-001-36	**CASS(M)® 36GB Hard Drive**	655.00
900-9006-3	**CASS(M)® Floppy Drive** 1.44MB Floppy Drive	45.00
CASS M ACCESSORIES: MISCELLANEOUS ACCESSORIES		
94-0095-013	**CASS(M)® Fan Kit for BCU** Commercial or Ruggedized	95.00
94-0095-TDA	**CASS(M)® TDA Power Distribution** Rackmount Power Distribution Box for CASS(M) TDA Model	104.00
94-0095-015	**CASS(M)® Hot Swap Power Supply for BCU/ESA**	235.58
900-9418-001	**U.S. Robotics External Modem for CASS(M)®** US Robotics 56K External Sportster modem for use with the CASS(M)® Communications Array.	159.00
94-0095-006	**CASS(M)® Commercial Grade Expansion Unit – Keyboard/Mouse Shelf**	185.00
94-0095-014	**CASS(M)® Cable Tray** Commercial or Ruggedized	45.00

LABOR PRICING

METRICA, INC. LABOR CATEGORY	CLIN/ Line Item	8/1/02-7/28/03		8/1/03-7/28/04		8/1/04-7/28/05		8/1/05-7/28/06		8/1/06-7/28/07	
		GSA Onsite	GSA Offsite	GSA Onsite	GSA Offsite	GSA Onsite	GSA Offsite	GSA Onsite	GSA Offsite	GSA Onsite	GSA Offsite
Program Manager	10100	90.71	117.03	93.98	121.24	97.36	125.60	100.87	130.13	104.50	134.81
Lead Functional Analyst I	10201	61.16	74.37	63.36	77.05	65.64	79.83	68.00	82.70	70.45	85.68
Senior Functional Analyst II	10202	55.81	71.81	57.82	74.39	59.90	77.07	62.06	79.84	64.29	82.72
Functional Analyst III	10203	50.47	64.94	52.29	67.27	54.17	69.70	56.12	72.21	58.14	74.80
Principal Systems Architect	10301	126.49	143.75	131.04	148.92	135.76	154.28	140.64	159.84	145.71	165.59
Senior Systems Architect	10302	42.51	54.69	44.04	56.66	45.62	58.70	47.27	60.81	48.97	63.00
Information Engineer I	10401	83.64	95.03	86.65	98.45	89.77	102.00	93.00	105.67	96.35	109.47
Information Engineer II	10402	68.64	88.31	71.11	91.49	73.67	94.78	76.32	98.19	79.07	101.73
Information Engineer III	10403	59.04	67.09	61.17	69.51	63.37	72.01	65.65	74.60	68.01	77.29
Information Engineer IV	10404	48.31	54.90	50.05	56.87	51.85	58.92	53.72	61.04	55.65	63.24
Information Engineer V	10405	36.59	47.04	37.91	48.74	39.27	50.49	40.69	52.31	42.15	54.19
Computer Systems Analyst I	10601	91.33	113.41	94.62	117.49	98.03	121.72	101.56	126.11	105.21	130.65
Computer Systems Analyst II	10602	78.28	88.95	81.10	92.15	84.02	95.47	87.04	98.91	90.18	102.47
Computer Systems Analyst III	10603	55.81	71.81	57.82	74.39	59.90	77.07	62.06	79.84	64.29	82.72
Computer Systems Analyst IV	10604	38.66	49.73	40.06	51.52	41.50	53.37	42.99	55.29	44.54	57.28
Computer Systems Analyst V	10605	33.03	42.50	34.22	44.03	35.45	45.61	36.72	47.25	38.05	48.95
Senior Application Engineer	10901	56.81	73.10	58.86	75.73	60.98	78.46	63.17	81.28	65.45	84.21
Applications Engineer	11001	38.80	49.91	40.19	51.71	41.64	53.57	43.14	55.50	44.69	57.50
Applications Portation Specialist	11002	93.63	120.38	97.00	124.72	100.50	129.21	104.11	133.86	107.86	138.68
Applications Programmer I	11101	97.57	110.87	101.08	114.86	104.72	119.00	108.49	123.28	112.40	127.72

METRICA, INC. LABOR CATEGORY	CLIN/ Line Item	8/1/02-7/28/03		8/1/03-7/28/04		8/1/04-7/28/05		8/1/05-7/28/06		8/1/06-7/28/07	
		GSA Onsite	GSA Offsite	GSA Onsite	GSA Offsite	GSA Onsite	GSA Offsite	GSA Onsite	GSA Offsite	GSA Onsite	GSA Offsite
Applications Programmer II	11102	72.55	82.46	75.16	85.42	77.87	88.50	80.67	91.68	83.58	94.99
Applications Programmer III	11103	33.16	42.68	34.36	44.22	35.59	45.81	36.87	47.46	38.20	49.17
Application Programmer IV	11104	31.19	40.15	32.32	41.59	33.48	43.09	34.69	44.64	35.93	46.25
Application Programmer V	11105	25.79	33.15	26.71	34.35	27.68	35.58	28.67	36.86	29.70	38.19
Project Manager	11401	61.70	79.39	63.93	82.25	66.23	85.21	68.61	88.28	71.08	91.45
Technical Project Manager	11402	93.63	120.38	97.00	124.72	100.50	129.21	104.11	133.86	107.86	138.68
Project Control Specialist	11403	40.32	50.94	41.77	52.77	43.28	54.67	44.83	56.64	46.45	58.68
Operations Manager	11501	51.62	66.40	53.48	68.79	55.41	71.26	57.40	73.83	59.47	76.49
Systems Administrator	11601	47.24	60.78	48.94	62.97	50.70	65.24	52.53	67.59	54.42	70.02
Senior Systems Operator	11701	30.69	39.59	31.79	41.01	32.94	42.49	34.12	44.02	35.35	45.60
Systems Operator	11702	28.94	37.23	29.98	38.57	31.06	39.96	32.17	41.40	33.33	42.89
Junior Systems Operator	11703	22.53	29.06	23.34	30.11	24.18	31.19	25.06	32.31	25.96	33.48
Senior Network Manager Specialist	11801	63.25	81.13	65.52	84.05	67.88	87.08	70.33	90.21	72.86	93.46
Communications Network Manager	12001	54.42	69.82	56.38	72.33	58.41	74.93	60.51	77.63	62.69	80.43
Communications Network Specialist	12002	39.61	51.09	41.03	52.92	42.51	54.83	44.04	56.80	45.63	58.85
Data Standardization Specialist	12601	48.33	62.19	50.07	64.43	51.87	66.75	53.74	69.15	55.67	71.64
Lead Database Management Specialist	12701	69.07	82.00	71.56	84.95	74.13	88.01	76.80	91.18	79.57	94.46
Senior Database Management Specialist	12702	63.25	81.13	65.52	84.05	67.88	87.08	70.33	90.21	72.86	93.46
Database Management Specialist	12703	50.29	64.52	52.10	66.84	53.97	69.25	55.92	71.74	57.93	74.33
Quality Assurance Analyst	12901	39.96	51.27	41.40	53.12	42.89	55.03	44.43	57.01	46.03	59.06
Senior Documentation Specialist	13001	36.39	46.94	37.70	48.63	39.06	50.38	40.47	52.20	41.93	54.07

METRICA, INC. LABOR CATEGORY	CLIN/ Line Item	8/1/02-7/28/03		8/1/03-7/28/04		8/1/04-7/28/05		8/1/05-7/28/06		8/1/06-7/28/07	
		GSA Onsite	GSA Offsite	GSA Onsite	GSA Offsite	GSA Onsite	GSA Offsite	GSA Onsite	GSA Offsite	GSA Onsite	GSA Offsite
Documentation Specialist	13002	33.47	42.95	34.68	44.50	35.93	46.10	37.22	47.76	38.56	49.48
Senior Data Entry	13101	19.68	25.40	20.39	26.32	21.13	27.26	21.89	28.25	22.68	29.26
Journeyman Data Entry	13201	19.25	24.83	19.94	25.73	20.66	26.65	21.40	27.61	22.17	28.61
Data Entry	13301	17.39	22.31	18.02	23.11	18.67	23.94	19.34	24.80	20.04	25.69
Senior Training Specialist	13401	34.57	44.59	35.82	46.19	37.11	47.86	38.44	49.58	39.82	51.37
Training Specialist	13402	30.81	39.75	31.92	41.18	33.07	42.66	34.26	44.20	35.49	45.79
Senior Info. Systems Training Specialist	13403	39.29	50.67	40.70	52.49	42.16	54.38	43.68	56.34	45.26	58.37
Communications Specialist	13501	43.77	56.47	45.35	58.51	46.98	60.61	48.67	62.79	50.42	65.05
Communications Engineer	13502	95.60	122.91	99.04	127.34	102.61	131.92	106.30	136.67	110.13	141.59
Senior Network Installation Technician	13601	40.46	52.18	41.91	54.06	43.42	56.01	44.98	58.02	46.60	60.11
Network Installation Technician	13701	32.94	42.50	34.13	44.03	35.36	45.61	36.63	47.25	37.95	48.95
Technical Expert - Level 4	13901	94.17	134.85	97.56	139.70	101.07	144.73	104.71	149.94	108.48	155.34
Technical Expert - Level 3	13902	134.93	187.42	139.79	194.17	144.82	201.16	150.03	208.40	155.43	215.90
Technical Expert - Level 2	13903	155.80	214.35	161.41	222.06	167.22	230.06	173.24	238.34	179.48	246.92
Technical Expert - Level 1	13904	181.03	246.89	187.55	255.78	194.30	264.99	201.29	274.52	208.54	284.41
Operating System Portation Specialist	14001	103.49	133.05	107.21	137.84	111.07	142.81	115.07	147.95	119.21	153.27
Hardware Evaluation Engineer	14101	73.92	95.03	76.58	98.45	79.34	102.00	82.19	105.67	85.15	109.47
Senior Systems Engineer	14201	124.54	141.52	129.02	146.61	133.67	151.89	138.48	157.36	143.46	163.02
Systems Engineer	14202	92.34	104.93	95.66	108.70	99.11	112.62	102.67	116.67	106.37	120.87
Junior Systems Engineer	14203	78.28	88.95	81.10	92.15	84.02	95.47	87.04	98.91	90.18	102.47
Senior Software Engineer	14301	92.34	104.93	95.66	108.70	99.11	112.62	102.67	116.67	106.37	120.87

METRICA, INC. LABOR CATEGORY	CLIN/ Line Item	8/1/02-7/28/03		8/1/03-7/28/04		8/1/04-7/28/05		8/1/05-7/28/06		8/1/06-7/28/07	
		GSA Onsite	GSA Offsite	GSA Onsite	GSA Offsite	GSA Onsite	GSA Offsite	GSA Onsite	GSA Offsite	GSA Onsite	GSA Offsite
Software Engineer	14302	81.60	92.71	84.53	96.05	87.58	99.51	90.73	103.09	93.99	106.80
Technical Writer / Editor	14401	65.15	74.04	67.50	76.71	69.93	79.47	72.45	82.33	75.06	85.29
Database Administrator I	14601	127.38	153.51	131.96	159.04	136.71	164.77	141.63	170.70	146.73	176.84
Database Administrator II	14602	106.93	128.87	110.77	133.51	114.76	138.31	118.89	143.29	123.17	148.45
Database Administrator III	14603	74.46	89.74	77.14	92.97	79.91	96.32	82.79	99.78	85.77	103.38
Database Administrator IV	14604	55.49	66.87	57.49	69.28	59.56	71.78	61.70	74.36	63.92	77.04

MAINTENANCE RATES

METRICA, INC. MAINTENANCE RATES LOCATION	MINIMUM CHARGE*	REGULAR HOURS PER HOUR**	AFTER HOURS PER HOUR**	SUNDAYS & HOLIDAYS PER HOUR
Contractor's Shop	$65	$95/hr	$120/hr	$130/hr
Government Location (within established service areas)	$130	$95/hr	$130/hr	$130/hr
Government Location (outside established service areas)	$130+ 34.5¢/mile	$130+ / hr 34.5¢/mile	$145+ / hr 34.5¢/mile	$145+ / hr 34.5¢/mile
*Minimum charges include 2 full hours on the job. 1 full hour in the shop.				
**Fractional hours, at the end of the job, will be prorated to the nearest quarter hour.				

TECHNICAL SERVICES

The contractor, without additional charge to the Government, shall provide a hot line technical support number (210) 340-8211 for the purpose of providing user assistance and guidance in the implementation of the software. The technical support number is available from 8:00 a.m. to 7:00 p.m.

COMMERCIAL RATES

METRICA, INC. MAINTENANCE RATES LOCATION	MINIMUM CHARGE*	REGULAR HOURS PER HOUR**	AFTER HOURS PER HOUR**	SUNDAYS & HOLIDAYS PER HOUR
Contractor's Shop	$85	$110/hr	$150/hr	$180/hr
Government Location (within established service areas)	$170	$110/hr	$170/hr	$170/hr
Government Location (outside established service areas)	$170+ / hr 34.5¢/mile	$170+ / hr 34.5¢/mile	$185+ / hr 34.5¢/mile	$185+ / hr 34.5¢/mile
*Minimum charges include 2 full hours on the job. 1 full hour in the shop.				
**Fractional hours, at the end of the job, will be prorated to the nearest quarter hour.				

LABOR CATEGORIES DESCRIPTIONS

10100 Program Manager

Manages program to ensure that implementation and prescribed activities are carried out in accordance with specified objectives. Plans and develops methods and procedures for implementing program, directs and coordinates program activities, and exercises control over personnel responsible for specific functions or phases of program. Selects personnel according to knowledge and experience in area with which program is concerned, such as social or public welfare, education, economics, or public relations. Confers with staff to explain program and individual responsibilities for functions and phases of program. Directs and coordinates personally, or through subordinate managerial personnel, activities to ensure progress is being accomplished toward specified program objective and modifies or changes methodology as required to redirect activities and attain objectives. Prepares program reports for superiors. Controls expenditures in accordance with budget allocations.

10201 Lead Functional Analyst

Analyze 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. Provides daily supervision and direction to Senior Functional Analysts

Qualifications include: a bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of ten years experience, of which at least eight years must be specialized. Specialized experience includes: developing functional requirements for complex integrated ADP systems. Must demonstrate the ability to work independently or under only general direction.

With a Master's Degree (in the fields described above): eight years of general experience of which at least six years must be specialized experience is required.

With twenty years of general experience of which at least fifteen years of specialized experience, a degree is not required.

10202 Senior Functional Analyst

Analyze 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. Provides daily supervision and direction to support staff.

Qualifications include: a bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of ten years experience, of which at least eight years must be specialized. Specialized experience includes: developing functional requirements for complex integrated ADP systems. Must demonstrate the ability to work independently or under only general direction.

With a Master's Degree (in the fields described above): eight years of general experience of which at least six years must be specialized experience is required.

With fifteen years of general experience of which at least twelve years of specialized experience, a degree is not required.

10203 Functional Analyst

Analyze 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.

Requires a bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of six years experience, of which at least three years must be specialized. Specialized experience includes: developing functional requirements for complex integrated ADP systems. Must demonstrate the ability to work independently or under only general direction.

With a Master's Degree (in the fields described above): four years of general experience of which at least two years must be specialized are required.

With fifteen years of general experience of which at least ten years must be specialized experience, a degree is not required.

10301 Principal Systems Architect

Senior scientist who independently performs a variety of system design and engineering tasks which are broad in nature and are concerned with design and implementation of major enterprise systems development and integration, including supporting personnel, hardware, software, and support facilities and/or equipment. Supervises team of Sr. Systems Engineers, Network Engineers, Sr. Network Engineers, and Network Engineers through project completion and is considered a Subject Matter Expert (SME) in one or more specific areas of computer system design and networking.

Principal Duties and Responsibilities

1. Plans and performs systems and networking engineering research, design development, and other assignments in conformance with system and network design, engineering, and customer specifications.
2. Supervises team of Sr. Systems Engineers, Systems Engineers, Sr. Network Engineers, and Network Engineers.
3. Responsible for highly complex technical/engineering projects.
4. Coordinates the activities of Sr. Systems Engineers, Systems Engineers, Sr. Network Engineers, and Network Engineers assigned to specific system and network engineering projects.
5. Is the lead technical authority on the project.
6. May perform other duties, as assigned.

Master's Degree or equivalent and 10 years of general experience. A Bachelor's Degree and 9 years of general experience is equivalent to a Master's Degree or a High School Diploma (or equivalent) and 15 years of general experience is considered equivalent to a Master's Degree. With a Doctorate, eight (8) years of general experience is acceptable.

10302 Senior Systems Architect

Establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensures these systems are compatible and in compliance with the standards for open systems architectures, the Open Systems Interconnection (OSI) and International Standards Organization (ISO) reference models, and profiles of standards - such as Institute of Electrical and Electronic Engineers (IEEE) Open Systems Environment (OSE) reference model - as they apply to the implementation and specification of Information Management (IM) solution of the application platform, across the application program interface (API), and the external environment/software application. Ensures that the common operating environment is TAFIM compliant. Evaluates analytically and systematically problems of work flows, organization, and planning and develops appropriate corrective action. Provides daily supervision and direction to staff.

Requires a bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of ten years experience, of which at least eight years must be specialized. Specialized experience includes: supervision of system architects, use of structured analysis, design methodologies and design tools (such as IDEF1x, entity relationship diagrams), and other design techniques, object oriented principles, and experience with logical and physical functional, operational, and technical architecture of large and complex information systems.

With a Master's Degree (in the fields described above): eight years general experience of which at least six years must be specialized experience is required. With a Ph.D. (in the fields described above) six years of general experience is required of which at least five years must be specialized experience.

With fifteen years of general experience of which at least twelve years must be specialized experience, a degree is not required.

10401 Information Engineer I

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. Provides technical guidance in software engineering techniques and automated support tools.

Requires a Master of Sciences degree in Computer Science, Information Systems, Engineering, or other related scientific or technical discipline. This position requires ten years experience in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. 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 using CASE and IE tools and methods, e.g., Oracle CASE, IEF CASE, I-CASE. 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.

With a Ph.D. (in the fields described above): eight years of general experience is required of which at least six years must be specialized.

10402 Information Engineer II

Applies business process improvement practices to re-engineer methodologies/principles and business process modernization projects. Applies, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. Assist in establishing standards for information systems procedures. Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems. Constructs sound, logical business improvement opportunities consistent with the Corporate Information Management (CIM) guiding principles, cost savings, and open system architecture objectives. Provides daily supervision and direction to staff.

Requires a bachelor's degree in Computer Science, Information Systems, Engineering, Business or other related scientific or technical discipline. This position requires a minimum of ten years experience, of which at least eight years must be specialized. Specialized experience, in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. The following experience is also required: demonstrated experience in the implementation of information engineering projects; systems analysis, design and programming using CASE and IE tools and methods, systems planning, business information planning, and business analysis. Must demonstrate the ability to work independently or under only general direction.

With a Master's Degree (in the fields described above) eight years general experience of which at least six years must be specialized experience is required. With a Ph.D. (in the fields described above) six years of general experience is required of which at least five years must be specialized.

With fifteen years of general experience of which at least twelve years must be specialized experience, a degree is not required.

10403 Information Engineer III

Performs systems development, functional and data requirements analysis, systems analysis and design, programming, program design, and documentation preparation. Manages the implementation of information engineering projects and performs systems analysis, design and programming selecting

CASE or IE tools and methods, e.g., Oracle CASE, IEF CASE, I-CASE. Works in the client/server environment. Utilizes managerial and supervisory skills. Prepares written and oral communications, including giving formal presentations to different audiences.

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 planing documents. Utilizes various methodologies, e.g., IDEF 0 process modeling and IDEF 1X data modeling. Provides daily supervision and direction to staff.

Bachelor's degree or equivalent and 7 years of general experience. Six (6) years of general experience is equivalent to a Bachelor's degree. With a Master's degree, 5 years of general experience is required.

10404 Information Engineer IV

Performs information systems development, functional and data requirements analysis, systems analysis and design, programming, program design, and documentation preparation. Implements information engineering projects, systems analysis, design and programming using CASE and IE tools and methods, systems planning, business information planning, and business analysis.

Applies business process improvement practices to re-engineer methodologies/principles and business process modernization projects. Applies, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. Assists in establishing standards for information systems procedures. Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems. Constructs logical business improvement opportunities consistent with corporate Information Management guiding principles, cost savings, and open system architecture objectives. Possesses the ability to work independently.

Bachelor's degree or equivalent and 5 years of general experience. Six (6) years of general experience is equivalent to a Bachelor's degree. With a Master's degree, 3 years of general experience is required.

10405 Information Engineer V

Performs as an applications programmer on large-scale database management systems, knowledge of computer equipment, and ability to develop complex software to satisfy design objectives.

Responsibilities include: analyzes application software and design specifications for information process activities. Develops block diagrams and logic flow charts. Translates detailed design into application software. Tests, debugs, and refines the application software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Works under general supervision.

Pursuing a Bachelor's degree or equivalent and 1 year of general experience. Three (3) years of general experience is equivalent to pursuing a Bachelor's degree. With a Master's degree, no experience is required.

10601 Computer Systems Analyst I

Acts as a lead in performing systems analysis of computer and communications/networks systems. Oversees the overall installation of computer operating systems, network, and application software. Has ability to adapt to new situations and environments. Possesses keen troubleshooting skills to assist other Sr. Systems Analysts and Program Managers.

1. Performs systems analysis of computer and networking systems.
2. Supports other Sr. Systems Analysts and Program Managers, as required.
3. Oversees the overall integration of all systems peripherals so that they can operate correctly within a predefined environment.

4. Oversees hotline support to customers.

5. Analyzes and develops technical documentation detailing the installation procedures.

6. May perform other duties, as assigned.

Bachelor's Degree or equivalent and 8 years of general experience. Six (6) years of general experience is considered equivalent to a Bachelor's Degree. With a Master's Degree, six (6) years of general experience is acceptable.

10602 Computer Systems Analyst II

Under general supervision, performs systems analysis of computer and communications/network systems. Performs systems installation of computer operating systems, network, and applications software, and computer/network hardware. Provides hotline support to customers. Has ability to adapt to new situations and environments. Possesses keen troubleshooting skills to assist Sr. Systems Analysts.

1. Performs systems analysis of computer and networking systems.

2. Supports a Sr. Systems Analyst, as required.

3. Provides overall integration of all systems peripherals so that they operate correctly within a predefined environment.

4. Provides hotline support to customers.

5. Develops technical documentation detailing the installation procedures.

6. May perform other duties, as assigned.

Bachelor's Degree or equivalent and 5 years of general experience. Six (6) years of general experience is considered equivalent to a Bachelor's Degree. With a Master's Degree, three (3) years of general experience is acceptable.

10603 Computer Systems Analyst III

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 the Project and/or Program Manager 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. Provides daily supervision and direction to support staff.

Requires a bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. 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 such as ADA, Cobol, 4GL, and/or DBMS. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specification for computer programmers to use in coding, testing, and debugging of computer programs. 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.

With a Master's Degree (in the fields described above): eight years general experience of which at least six years must be specialized experience. With a Ph.D. (in the fields described above): four years general experience of which at least three years must be specialized is required.

With twelve years of general experience of which at least ten years must be specialized experience, a degree is not required.

10604 Computer Systems Analyst IV

Performs system-wide analysis, primarily with respect to computer functions allocations. Performs system-wide analysis, primarily with respect to software development, hardware development and reliability, maintainability and availability. Bachelors degree in computer science/management information systems, 4 years experience that provides the required knowledge and skills.

10605 Computer Systems Analyst V

Analyzes information requirements. Evaluates analytically and systematically problems of workflows, organization, and planning and assists Senior Computer Systems Analyst and Computer Systems Analyst in developing appropriate corrective action. Help develop plans for automated information systems from project inception to conclusion. Defines the problem, and develops system requirements and program specifications, from which programmers prepare detailed flow charts, programs, and tests. Under the supervision of a Senior Computer Systems Analyst or a Computer Systems Analyst coordinates closely with programmers to ensure proper implementation of program and system specification. Develops, in conjunction with functional users, system alternative solutions.

Requires a bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position is for recent college graduates and requires no experience.

10901 Senior Applications Engineer

Analyzes and studies complex system requirements. Designs software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manages software development and support using formal specifications, data flow diagrams, other accepted design techniques and Computer Aided Software Engineering (CASE) tools. Estimates software development costs and schedule. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Supervises software configuration management.

Requires a bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of ten years experience managing or performing software engineering activities, of which at least eight years must be specialized. Specialized experience includes: demonstrated experience working with Ada, SQL, and third/fourth generation languages in the design and implementation of systems and using database management systems. General experience includes increasing responsibilities in software engineering activities. Knowledgeable of applicable standards.

With a Master's Degree (in the fields described above): eight years general experience of which at least six years must be specialized experience is required.

With fifteen years of general experience of which at least twelve years must be specialized experience, a degree is not required.

10902 Applications Engineer

Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met.

Requires a bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of six years experience, of which at least four years must be specialized. Specialized experience includes: experience as an applications programmer on large-scale data base management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives. Demonstrated ability to work independently or under only general direction.

With a Master's Degree (in the fields described above): four years general experience of which at least three years must be specialized experience is required.

With twelve years of general experience of which at least ten years must be specialized experience, a degree is not required.

11002 Application Portation Specialist

Develop complex hardware/software systems and participate in long range product development planning. Duties are performed using sound planning, innovation, creativity, versatility, and expertise. Freedom to establish priorities and initiate change. Analyze proposed hardware/software systems for feasibility and current systems for desirable modifications.

Requires a bachelor's degree in Computer Science, Engineering or 24-semester hours core curriculum. Minimum eight years of hardware/software development and analysis experience.

11101 Applications Programmer I

Works independently, with management review of end results. Has prime accountability for the maintenance and operating efficiency of a major subsystem, such as the teleprocessing network, database management systems, etc.

1. Continually assess the performance of appropriate software systems to identify and correct problems which impact operation efficiency and work quality.
2. Maintains active liaison with user personnel to ensure continuing responsiveness of applicable system software user requirements.
3. Analyzes performance indicators such as system's response time and number of programs being processed to ensure operational efficiency.
4. Designs, codes, installs, and maintains appropriate systems software program.
5. Identifies, evaluates, tailors, and directs the implementation of vendor-supplied software packages.
6. Performs special system regenerations where applicable to reflect changes in peripheral configuration.
7. Ensures the maintenance of adequate software systems documentation.
8. Recommends to management the purchase or lease of system software packages and related hardware.
9. Provides technical assistance to less experienced systems software personnel in the resolution of complex system-related problems.
10. Trains users in applications programming and other user personnel in the use of systems software and related hardware.
11. May perform other duties as assigned.

Bachelor's Degree or equivalent and 6 years of general experience. Six (6) years of general experience is considered equivalent to a Bachelor's Degree. With a Master's Degree, four (4) years of general experience is required.

11102 Applications Programmer II

Works under supervision to support the activities of a Sr. Programmer Analyst. Supports the maintenance and operating efficiency of a major subsystem, such as the teleprocessing network, database management systems, etc.

1. Support the continual assessment of the performance of appropriate software systems to identify and correct problems which impact operation efficiency and work quality.
2. Analyzes performance indicators such as system's response time and number of programs being processed to ensure operational efficiency.
3. Designs, codes, installs, and maintains appropriate systems software program.
4. Supports the identification, evaluation, customizing and implementation of vendor-supplied software packages.
5. Supports special system regenerations where applicable to reflect changes in peripheral configuration.
6 Ensures the maintenance of adequate software systems documentation.

7   Trains users in applications programming and other user personnel in the use of systems software and related hardware.

8   May perform other duties as assigned.

Bachelor's Degree or equivalent and 2 years of general experience. Six (6) years of general experience is considered equivalent to a Bachelor's Degree. With a Master's Degree, no experience is required.

11103 Applications Programmer III

Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met.

Requires a bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of five years experience, of which at least three years must be specialized. Specialized experience includes: experience as an applications programmer on large-scale data base management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives. Demonstrated ability to work independently or under only general direction.

With a Master's Degree (in the fields described above) four years general experience of which at least two years must be specialized experience is required.

With twelve years of general experience of which at least ten years must be specialized experience, a degree is not required.

11104 Application Programmer IV

Participates in the design of software tools and subsystems to support reuse and domain analysis. Assists Applications Engineer and Applications Programmer to interpret software requirements and design specifications to code, and integrate and test software components.

Requires a bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position is for recent college graduates and requires no experience.

11105 Application Programmer V

Assists with the analysis of information requirements. Aids in the evaluation of problems with workflow, organization, and planning and helps develop appropriate corrective action.

Requires current enrollment as a full-time student at a University or college which is a teaming partner to the prime and is majoring in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position is limited to part-time or summer-hire students.

11401 Project Manager

Serves as the project manager for a large, complex delivery order (or a group of delivery orders affecting the same migratory or target system) and shall assist the program manager in working with the Government Contracting Officer (CO), the Contracting Officer's Representative (COR), the Contracting Officer's Technical Representative(s) (COTR (S)), government management personnel and customer agency representatives. Under the guidance of the Program Manager, responsible for the overall management of the specific delivery order(s) and insuring that the technical solutions and schedules in the delivery order are implemented in a timely manner. Performs enterprise-wide horizontal planning and interfaces to other functional systems.

Requires a bachelor's degree in Computer Science, Information Systems, Engineering, Business, or their related scientific or technical discipline. This position requires a minimum of ten years experience, of which at least six years must be specialized. Specialized experience includes: complete engineering project development from inception to deployment, demonstrated ability to provide guidance and direction in the tasks similar to the representative scenarios provided in the RFP proven expertise in the

management and control of funds and resources, demonstrated capability in managing multi-task contracts of this type and complexity. General experience includes increasing responsibilities in information systems design and management.

With a Master's Degree (in the fields described above), ten years of general experience of which at least seven years specialized experience is required. With a Ph.D. (in the fields described above), eight years of general experience of which at least six years specialized experience is required.

With fifteen years general experience of which at least twelve years is specialized experience, a degree is not required.

11402 Technical Project Manager

Performs the same duties as the Project Manager, with the following additional qualifications. Coordinates the development, testing, or support of software systems. Duties are assigned on broad parameters, with freedom to establish priorities and authority to initiate change. Contributes to the development of new principles, concepts, and innovation.

Requires a bachelor's degree in Computer Science or 24-semester hours core curriculum. Minimum ten years experience in software design, development and support.

11403 Project Control Specialist

Assists Program and Project Managers in the management of financial and administrative activities such as budgeting, personnel, manpower and resource planning. Assists in the preparation of management plans and reports. Coordinates personnel schedules to facilitate completion of proposals, contract deliverables, task order reviews, briefings, presentations and preparation for In Process Reviews (IPR's).

Performs evaluations of procedures, processes or techniques related to contract management. Reviews employee time cards for project reporting accuracy, monitors current contract financial status and prepares required government status reports and documentation. Provides daily guidance to employees concerning contract issues.

Requires Associate's Degree in Human Resources Administration, Business or other related fields, with 4 years of specialized experience in researching, gathering, auditing and analyzing information; experience in general accounting or other management activities. Must demonstrate the ability to work independently or only under general direction.

With a Bachelor's Degree in the fields above, 2 years of specialized experience.

11501 Operations Manager

Manage computer operations. Schedule machine time and directs data entry efforts. Provides users with computer output. Supervises staff operations.

Requires a bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of seven years experience, of which at least five years must be specialized. Specialized experience includes: supervision and operations experience on a large-scale computer system, knowledge of hardware, software and operating systems. General experience includes operations experience on a large-scale computer system or a multi-server local area network.

With a Master's Degree (in the fields described above), five years general experience of which at least three years must be specialized experience is required.

With fifteen years of general experience of which at least twelve years must be specialized experience, a degree is not required.

11601 Systems Administrator

Supervises and manages the daily activities of configuration and operation of business systems which may be mainframe, mini, or client/server based. Optimizes system operation and resource utilization, and performs system capacity analysis and planning. Provides assistance to users in accessing and using business systems.

Requires a bachelor's degree in Computer Science, Information Systems, Engineering, Business or other related scientific or technical discipline. This position requires a minimum of four years experience, of which at least three years must be specialized experience in administrating UNIX or open systems-compliant systems. General experience includes operations experience on a large-scale computer system or multi-server local area network.

With a Master's Degree (in the fields described above), three years general experience of which at least two years must be specialized experience is required.

With twelve years general experience of which ten years is specialized, a degree is not required.

11701 Senior Systems Operator

Supervises, monitors and supports computer processing. Coordinates input, output, and file media. Distributes output and controls computer operation which may be mainframe, mini, or client/server based.

Requires an Associate's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of five years experience, of which at least two years must be specialized experience operating a large-scale computer system or a multi-server local area network. Must demonstrate sufficient knowledge of programming to understand how programs use computer hardware.

With a bachelor's degree (in the fields described above), two years general experience of which at least one year must be specialized experience is required.

With ten years general experience of which at least seven years is specialized, a degree is not required.

11702 Systems Operator

Monitors and supports computer processing. Coordinates input, output, and file media. Distributes output and controls computer operation which may be mainframe, mini, or client/server based.

Requires an Associate's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of three years experience, of which at least two years must be specialized experience operating a large-scale computer system or a multi-server local area network. Must demonstrate sufficient knowledge of programming to understand how programs use computer hardware.

With a bachelor's degree (in the fields described above), two years general experience of which at least one year must be specialized experience is required.

With ten years general experience of which at least seven years is specialized, a degree is not required.

11703 Junior Systems Operator

Requires an Associate's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of one year experience. Must demonstrate sufficient knowledge of programming to understand how programs use computer hardware.

11801 Senior Network Manager Specialist

Proposes and implements network policy to include Bastion Hosts, firewalls, LAN, Internet Applications (Gopher, Mosaic), modems, modem pools, communications servers, and WAN connectivity. Maintains firewall routers to include filtering, understanding of UNIX services and ports. Maintains applicable CERT and CIAC alerts and bulletins. Implements recommended security changes to include changing UNIX programs and applications, modifying firewalls and Bastion hosts.

Requires a minimum of 8 years experience in networking, maintenance of firewall routers, and other hardware.

12001 Communications Network Manager

Manages and coordinates activities of employees engaged in supporting the organization's telecommunications and PC network activities. Recommends measure to improve methods,

performance, and quality of product or service, and suggests changes to increase efficiency. Analyzes and resolves work problems, or assist employees in solving work problems. May recruit, hire, train staff, evaluate employee performance, and recommend or initiate promotions, transfers, and disciplinary action. Manages complex PCs and LAN networks throughout the organization. Consults with management to define boundaries and priorities of tentative projects, discuss equipment acquisitions, determine specific information requirements of organization. Confers with department heads involved with proposed projects to insure cooperation and further define nature of project. Reviews project feasibility studies. Establishes work standards. Assigns, schedules, and reviews work. Interprets policies, purposes, and goals of organization to subordinates. Prepares progress reports to inform management of project development and deviation from predicted goals. Contracts with management specialists or technical personnel to solve problems. Reviews reports of computer and peripheral equipment production, malfunction, and maintenance to ascertain costs and plan operating changes within his department.

12002 Communications Network Specialist

Evaluates communication hardware and software, troubleshoots LAN/MAN/WAN and other network related problems, provides technical expertise for performance and configuration of networks. Performs general LAN/MAN/WAN administration, provides technical leadership in the integration and test of complex large-scale computer integrated networks. Schedules conversions and cutovers. Oversees network control center. Supervises maintenance of systems. Coordinates with all responsible users and sites. Supervises staff.

Requires a bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of seven years experience of which five years must be specialized. Specialized experience includes protocol analysis, knowledge of OSI protocols, particularly TCP/IP, X.25. S.400, X.500. Experience with ATM, frame relay, other knowledge with bridges, routers, gateways, FDDI, detailed knowledge of UNIX operating systems. Experience as a CNE or ECNE desirable. Specialized experience also includes: supervising the operation and maintenance of communication network systems which may be mainframe, mini, or client/server based. General experience includes all aspects of communication networks planning, installation, and support.

With a Master's Degree (in the fields described above), five years general experience of which at least three years must be specialized experience is required.

With fifteen years general experience of which at least twelve years is specialized, a degree is not required

12601 Data Standardization Specialist

Provides technical support in the evaluation of prime object names, data elements, and other objects. Evaluated proposed objects and their attributes. Ensures that proposed object definitions are clear, concise, technically correct, and that they represent singular concepts. Ensures that the values of object attributes and domains are accurate and correct. Ensures that the proposed objects are consistent with data and process models.

Requires an Associate's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of three years experience, of which at least two years must be specialized. Specialized experience includes: building and/or maintaining data/information repositories for organizations that use information engineering concepts and enterprise, data and process modeling in the identification and development of standardized objects. General experience includes technical writing in enterprise, process, and/or data modeling. Demonstrated ability to work independently or under only general direction.

With a bachelor's degree (in the fields described above), two years general experience of which at least only year must be specialized experience is required.

With eight years general experience of which at least five years is specialized, a degree is not required.

12701 Lead Database Management Specialist

Performs complex, varied functions in support of the development and maintenance of multiple databases. Gathers and organizes information for use in supporting the decision-making process. Data contains information pertaining to one or more business areas of interest to the end user. Uses either customized or off-the-shelf database software to develop databases. Although programming may be involved in the job, the primary function of the job is in maintaining the database, performing database queries and developing complex reports using the database. Prepares documentation of database files and database forms. May provide work direction and guidance to others.

(It should be understood that this is not intended to be a detailed nor comprehensive description of any individual employee's job content. Managers set the specific duties and responsibilities for each employee.)

Typically requires a bachelor's degree or equivalent in a related field plus two years of database experience. Normally thought of as a well-developed technical resource fully capable of handling a variety of complex problems. Basic mathematics knowledge required. Complex choices of action which require considerable logic, knowledge and understanding to consider broad-based issues and offer alternative solutions. Reads, writes, and verbally communicates at a level to solicit or explain information which may be complex or technical, and possesses communication skills necessary to effectively lead, motivate, teach, and guide co-workers. Proficiency in using several common database software packages and working knowledge of customized databases required. Knowledge of electronic spreadsheet software may be also required.

12702 Senior Database Management Specialist

Manages the development of database projects. Plans and budgets staff and database resources. When necessary, reallocates resources to maximize benefits. Prepares and delivers presentations on database management systems (DBMS) concepts. Provides daily supervision and direction to support staff.

Requires a bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of ten years experience, of which at least eight years must be specialized. Specialized experience includes: demonstrated experience with DBMS design and system analysis, current operating systems software internals and data manipulation languages.   General experience includes increasing responsibilities in the development and maintenance of database systems.

With a Master's Degree (in the fields described above), eight years general experience of which at least six years must be specialized experience is required.

With fifteen years of general experience of which at least twelve years must be specialized experience, a degree is not required.

12703 Database Management Specialist

Provides highly technical expertise in the use of DBMS. Evaluates and recommends available DBMS products to support validated user requirements. Defines file organization, indexing methods, and security procedures for specific user applications.

Requires a bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of six years experience, of which at least four years must be specialized. Specialized experience includes: demonstrated experience using current DBMS's technologies, application design utilizing various DBMS and experience with DBMS internals. General experience includes increasing responsibilities in DBMS systems analysis and programming. Demonstrated ability to work independently or under only general direction.

12901 Quality Assurance Analyst

Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concepts and to user standards, and for progress in accordance with schedules. Coordinates with the Program and/or Project Manager 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. Provides daily supervision and direction to support staff.

Requires a bachelor's degree in Computer Science, Information Systems, Engineering, Business or other related scientific or technical discipline. This position requires a minimum of six 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 the programming languages such as ADA, Cobol, 4GL, 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. 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.

With a Master's Degree (in the fields described above), five years of general experience of which at least two years must be specialized experience is required.

With twelve years of general experience of which at least ten years of specialized experience, a degree is not required.

13001 Senior Documentation Specialist

Supervises, monitors, gathers, analyzes, and composes technical information. Conducts research and ensures the use of proper technical terminology. Translates technical information into clear, readable documents to be used by technical and non-technical personnel.

Requires an Associate's Degree (in the fields described in this paragraph) is required. This position requires a minimum of three years experience, of which at least four years must be specialized. Specialized experience includes: preparing technical documentation, which is to include researching for applicable standards. General experience includes technical writing and documentation experience pertaining to all aspects of ADP. Demonstrated ability to work independently or under only general direction.

13002 Documentation Specialist

Gathers, analyzes, and composes technical information. Conducts research and ensures the use of proper technical terminology. Translates technical information into clear, readable documents to be used by technical and non-technical personnel.

Requires an Associate's Degree (in the fields described in this paragraph) is required. This position requires a minimum of three years experience, of which at least two years must be specialized. Specialized experience includes: preparing technical documentation, which is to include researching for applicable standards. General experience includes technical writing and documentation experience pertaining to all aspects of ADP. Demonstrated ability to work independently or under only general direction.

13101 Senior Data Entry

Operates alphabetic and numeric data entry machine, similar in operation to electric typewriter, to transcribe data from source material onto disk, paper or magnetic tape, or magnetic cards, and to record accounting or statistical data for subsequent processing by automatic or electronic data processing equipment. Attaches skip bar to machine and previously punched program card around machine drum to control duplication and spacing of constant data. Loads machine with decks of tabulating punchcards, paper or magnetic tape, or magnetic cards. Moves switches and depresses keys to select automatic or manual duplication and spacing, select alphabetic or numeric punching, and transfer cards or tape through machine stations. Depresses keys to transcribe new data in prescribed sequence from source material into perforations on card, or as magnetic impulses on specified locations on tape or card. Inserts previously processed card into card gage to verify registration of punches. Observes machine to detect faulty feeding, positioning, ejecting, duplication, skipping, punching, or other mechanical malfunctions.

13201 Journeyman Data Entry

Operates alphabetic and numeric data entry machine, similar in operation to electric typewriter, to transcribe data from source material onto disk, paper or magnetic tape, or magnetic cards, and to record accounting or statistical data for subsequent processing by automatic or electronic data processing equipment. Attaches skip bar to machine and previously punched program card around machine drum to control duplication and spacing of constant data. Loads machine with decks of tabulating punchcards, paper or magnetic tape, or magnetic cards. Moves switches and depresses keys to select automatic or manual duplication and spacing, select alphabetic or numeric punching, and transfer cards or tape through machine stations. Depresses keys to transcribe new data in prescribed sequence from source material into perforations on card, or as magnetic impulses on specified locations on tape or card. Inserts previously processed card into card gage to verify registration of punches. Observes machine to detect faulty feeding, positioning, ejecting, duplication, skipping, punching, or other mechanical malfunctions.

13301 Data Entry

Operates keyboard or other data entry device to enter data into computer or onto magnetic tape or disk for subsequent entry. Enters alphabetic, numeric, or symbolic data from source documents into computer, using data entry device, such as keyboard or optical scanner, and following format displayed on screen.

13401 Senior Training Specialist

Minimum/General Experience: Seven years experience, of which at least five years must be specialized. Specialized experience includes: experience in developing and providing technical and end-user training on computer hardware and application software. Demonstrated ability to communicate orally and in writing. Demonstrated ability to independently or under only general direction.

Functional Responsibility: Conducts the research necessary to develop and revise training courses and prepares appropriate training catalogs. Develops all instructor materials (course manuals, workbooks, handouts, completion certificates, and course critique forms.) Trains personnel by conducting formal classroom courses, workshops, seminars, and/or computer based/computer aided training. Provides daily supervision and direction to staff.

13402 Training Specialist

Minimum/General Experience: Four years experience, of which at least two years must be specialized. Specialized experience includes: experience in developing and providing technical and end-user training on computer hardware and application software. General experience includes information systems development, training, or related fields. Demonstrated ability to communicate orally and in writing.

Functional Responsibility: Conducts the research necessary to develop and revise training courses. Develops and revises these courses and prepares appropriate training catalogs. Prepares instructor materials (course outline, background material, and training aids.) Prepares student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops and seminars.

Minimum Education: A BA or BS degree in any field.

13403 Senior Information Systems Training Specialist

Supervises, monitors, develops, and conducts programs to train employees or customers of industrial or commercial establishment in installation, programming, safety, maintenance, and repair of machinery and equipment, such as robots, programmable controllers, and robot controllers, following manuals, specifications, blueprints, and schematics, and using handtools, measuring instruments, and testing equipment. Confers with management and staff or TECHNICAL TRAINING COORDINATOR (education) 166.167-054 to determine training objectives. Writes training program, including outline, text, handouts, and tests, and designs laboratory exercises, applying knowledge of electronics, mechanics, hydraulics, pneumatics, and programming, and following machine, equipment, and tooling manuals. Schedules classes based on classroom and equipment availability. Lectures class on safety, installation, programming, maintenance, and repair of machinery and equipment, following outline, handouts, and

texts, and using visual aids, such as graphs, charts, videotape, and slides. Demonstrates procedures being taught, such as programming and repair, applying knowledge of electrical wire color coding, programming, electronics, mechanics, hydraulics, and pneumatics, using handtools, measuring instruments, and testing equipment, and following course outline. Observes trainees in laboratory and answers trainees' performance. Participates in meetings, seminars, and training sessions to obtain information useful to training facility and integrates information into training program. May repair electrical and electronic components of robots in industrial establishments. May install, program, maintain, and repair robots in customer's establishment [FIELD SERVICE TECHNICIAN (machinery mfg.) 638.261-026]. May be designated according to subject taught as Instructor, Programmable Controllers (education); Instructor, Robotics (education).

13501 Communications Specialist

High school diploma and twelve years experience. Experience shall be in such areas as communications, satellite communications, mobile communications, communications security, or encryption.

13502 Communications Engineer

To assist in the development of systems associated with controlling the computer systems, both hardware and software, and the related facilities which are used by the division personnel to perform their production activities. Duties are performed using an application of procedures requiring the use of concepts, theories, and techniques. Assist in ensuring the configurations of all software/hardware systems are controlled to ensure optimum performance and availability of resources.

Requires a bachelor's degree in Data Processing or 24-semester hours of core curriculum. Minimum of four years in networking and/or software development or support.

13601 Senior Network Installation Technician

Minimum/General Experience: Nine years experience of which at least five years must be specialized. Specialized experience includes: supervision of installation technicians; analysis, design, and installation of local and wide area nets; and analysis and installation of communications systems. Familiar with engineering documentation, network configurations and topologies, X.25, TCP/IP, Frame Relay, Bridges, and Routers. General experience includes increasing responsibilities in technical management.

Functional Responsibility: Organizes and directs network installations on site surveys. Assesses and documents current site network configuration and user requirements. Designs and optimizes network topologies. Directs and leads preparation of engineering plans and site installation Technical Design Packages. Develops installation schedules. Mobilizes network installation team. Directs and leads preparation of drawings documenting configuration changes at each site. Prepares site installation and test reports. Coordinates post installation operations and maintenance support.

13701 Network Installation Technician

Minimum/General Experience: Five years experience, of which at least three years must be specialized. Specialized experience includes: analysis, design, and installation of local area networks; and analysis and installation of communications systems. Specialized experience includes use of engineering documentation, network configurations and topologies, X.25, TCP/IP, Frame Relay, Bridges, and Routers. General experience includes increasing responsibilities in technical management.

Functional Responsibility: Conducts site surveys. Assesses and documents current site network configuration and user requirements. Designs and optimizes network topologies. Follows engineering plans and site installation Technical Design Packages. Develops installation schedules. Works with network installation team. Assists in the preparation of drawing and documenting configuration changes at each site. Prepares site installation and test reports.

Minimum Education: Minimum education requirement is a high school diploma.

13901 Technical Expert -Level 4

Supports the integration of certain enterprise applications (such as PeopleSoft or Oracle). Responsible for all technical aspects of application implementation. Possesses and applies comprehensive application knowledge to provide technical and system design guidance to application development technical team. Uses this knowledge to direct the interface of application code, relational databases, and computer hardware systems. Develops interfaces for data capture and table population, application code development, screen views, and other required technical design and development requirements.

13902 Technical Expert - Level 3

Supports the integration of certain enterprise applications (such as PeopleSoft or Oracle). Responsible for identifying and documenting all specific functional requirements associated with implementing the application. Develops a comprehensive functional description of current and future system and process requirements through structured interviews, focus groups, documentation review and other data gathering techniques. Interfaces with technical personnel to identify specific application views and data requirements to ensure that the final system incorporates required functionality.

Requirements for this position include: Bachelors Degree in related functional area; 5+ years of directly related functional experience; 2+ years of specific application (such as PeopleSoft or Oracle) functional requirements development.

13903 Technical Expert - Level 2

Manages the integration of certain enterprise applications (such as PeopleSoft or Oracle). Provides specific guidance and technical expertise on the implementation and integration of the application; develops agency/department application implementation plans and work schedules; interfaces and advises the contracting officer technical representation (COTR) and functional managers concerning the applications and the organizational transition to the application environment. Responsible for the development of organizational plans and schedules, system design and implementation, system testing, execution, and performance during the adoption of the application.

Requirements for this position include: Masters degree and 10+ years of experience in implementing large scale information technology solutions; 8+ years of management experience; a minimum of 2 years experience with implementing the relevant application.

13904 Technical Expert - Level 1

Directs the integration of certain enterprise applications (such as PeopleSoft or Oracle). Schedules and allocates work; provides general guidance for both technical and functional expertise on the implementation and integration of the application; develops and reviews implementation plans and work schedules; interfaces and advises senior managers concerning the applications and the organizational transition to the application environment. Responsible for the overall staffing, training, execution, and performance issues concerning the adoption of the application.

Requirements for this position include: Masters degree and 15+ years of experience in implementing large scale information technology solutions; 10+ years of management experience; a minimum of 3 years experience with implementing the relevant application (such as PeopleSoft or Oracle).

14001 Operating System Portation Specialist

Develop complex hardware/software systems and participate in long range product development planning. Primary duties focus on the portion of the application directly interfacing with the operating system being utilized. Duties are performed using sound planning, innovation, versatility, and the expertise which allows the separation of the underlying portions which operate directly with the operating system and the modification of that layer to allow for the portation of the existing application within multiple operating systems.

Requires a bachelor's degree in Computer Science, Engineering, or 24-semester hours core curriculum. Minimum of ten years of hardware/software development and analysis experience.

14101 Hardware Evaluation Engineer

Develop project plans. To coordinate equipment design projects. Requires ability to interpret facts where only general procedures or precedence is available. Solutions to complex problems are devised with considerable latitude in completing assignments.

Requires a bachelor's degree in Electrical Engineering or 24-semester hours core curriculum. Minimum five years of electrical engineering experience in a manufacturing environment, including two years of supervisory experience.

14201 Senior Systems Engineer

Acts as a lead in defining and executing systems engineering activities within a project. These activities may consist of systems planning, performance management, capacity planning, testing and validation, benchmarking, information engineering, and development and staffing of a systems engineering management plan.

1. Performs systems engineering planning, performance management, capacity planning, testing and validation, benchmarking, information engineering.
2. Development and staffing of a systems engineering management plan.
3. Supports other Sr. Systems Engineers and Program Managers, as required.
4. Analyzes and develops technical documentation detailing the integration and system performance.
5. Coordinates the activities of Systems Engineers and Jr. Systems Engineers assigned to specific systems engineering projects.
6. May perform other duties as assigned.

Bachelor's Degree or equivalent and 8 years of general experience. Six (6) years of general experience is considered equivalent to a Bachelor's Degree. With a Master's Degree, six (6) years of general experience is required.

14202 Systems Engineer

Under general supervision, defines and executes systems engineering activities within a project. These activities may consist of systems planning, performance management, capacity planning, testing and validation, benchmarking, information engineering, and development and staffing of a systems engineering management plan.

1. Performs systems engineering planning, performance management, capacity planning, testing and validation, benchmarking, information engineering.
2. Development and staffing of a systems engineering management plan.
3. Supports a Sr. Systems Engineer, as required.
4. Analyzes and develops technical documentation detailing the integration and system performance.
5. Coordinates the activities of Systems Engineers and Jr. Systems Engineers assigned to specific systems engineering projects.
6. May perform other duties as assigned.

Bachelor's Degree or equivalent and 5 years of general experience. Six (6) years of general experience is considered equivalent to a Bachelor's Degree. With a Master's Degree, three (3) years of general experience is required.

14203 Junior Systems Engineer

Under supervision, assists in defining and executing systems engineering activities within a project. These activities may consist of systems planning, performance management, capacity planning, testing and validation, benchmarking, information engineering, and development and staffing of a systems engineering management plan.

1. Performs systems engineering planning, performance management, capacity planning, testing and validation, benchmarking, information engineering.
2. Development and staffing of a systems engineering management plan.

3. Supports a Systems Engineer, as required.

4. Analyzes and develops technical documentation detailing the integration and system performance.

5. May perform other duties as assigned.

Bachelor's Degree or equivalent and 2 years of general experience. Six (6) years of general experience is considered equivalent to a Bachelor's Degree. With a Master's Degree, no experience is required.

14301 Senior Software Engineer

Under general supervision, engineers software solutions based upon client requirements. Generally, has one or more Software Engineers on staff and heads up projects that make use of commercially available or custom Computer Aided Software Engineering (CASE) tools as required.

1. Engineers software solutions based upon client requirements.

2. Supervises a staff of Software Engineers as required.

3. Manages projects that make use of commercially-available or custom CASE tools as required.

4. Develops technical documentation detailing the project design parameters.

5. May perform other duties as assigned.

Bachelor's Degree or equivalent and 8 years of general experience. Six (6) years of general experience is considered equivalent to a Bachelor's Degree. With a Master's Degree, six (6) years of general experience is required.

14302 Software Engineer

Under general supervision, engineers software solutions based upon client requirements. Generally reports to a Sr. Software Engineer and makes use of commercially-available or custom Computer Aided Software Engineering (CASE)

tools as required.

1. Engineers software solutions based upon client requirements.

2. Supports a Sr. Software Engineer as required.

3. Uses commercially-available or custom CASE tools as required.

4. Develops technical documentation detailing the project design parameters.

5. May perform other duties as assigned.

Bachelor's Degree or equivalent and 5 years of general experience. Six (6) years of general experience is considered equivalent to a Bachelor's Degree. With a Master's Degree, three (3) years of general experience is required.

14401 Technical Writer / Editor

Assists in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and other reports and deliverables.

Edits functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents.

Bachelor's Degree or equivalent. Six (6) years of general experience is considered equivalent to a Bachelor's Degree.

14601 Database Administrator I

Functions as the technical project leader for activities related to the administration of databases in a client/server environment and highly complex projects involving Database Management Systems (DBMS) applications and/or generation of new technologies and concepts. Develops and improves strategic processes and technical direction by exercising creativity and decision making. May lead the efforts of other database administrators to ensure system requirements are met, activities are compatible and will meet applicable standards, and that unique customer design-to-cost and life-cycle cost requirements are met. Establishes and maintains security and integrity controls. Formulates and monitors policies,

procedures, and standards relating to database management. Prepares activity and progress reports regarding client/server database management. May lead large multifunctional teams to ensure congruence of the various databases and interface approaches. May act as an internal consultant providing DBMS expertise and advice to users of various client/server databases as requested. May provide work direction and guidance to others.

(It should be understood that this is not intended to be a detailed nor comprehensive description of any individual employee's job content. Managers set the specific duties and responsibilities for each employee.)

Typically requires a bachelor's degree or equivalent in a related field, plus ten years of database experience, five of which must be specialized. Advanced degree is preferred. Specialized experience includes technical leadership of database administrators and the use of structure analysis, design methodologies and/or design tools in the development and administration of databases in a client/server environment. The person entering this position is considered to be an expert in the field. Requires knowledge of set theory/basic algebra. Highly complex choices of action which require extensive logic, knowledge, and understanding to determine problem cause, effect, and resolution. Possesses ability to apply direct experience to problem-solving situations. Communication skills necessary to advise, counsel, and/or guide people on extremely complex or controversial matters. Handles difficult negotiations requiring a well-developed sense of strategy, timing, debating skills, and persuasion. Applications programming in conjunction with software engineering methodology and proficiency in a variety of database management systems, one of which is relational DBMS.

14602 Database Administrator II

Performs complex database administration assignments essential to the production and development of Database Management Systems (DBMS) applications. Assignments, which are in direct support of software development and maintenance teams, include database analysis, security support, design, software use, performance monitoring and tuning, and general technical expertise. Reviews and ensures integrity via standardized support tools. Ensures and monitors that assignments are performed in accordance with database administration guidelines, standards and procedures for applications development, implementation, testing, and migration. Responds to complex customer-reported systems problems. Evaluates and recommends use of software, guidelines, procedures, and development of project plans to lower level staff. Provides DBMS expertise to other groups as requested. May provide work direction and guidance to others.

(It should be understood that this is not intended to be a detailed nor comprehensive description of any individual employee's job content. Managers set the specific duties and responsibilities for each employee.)

Typically requires a bachelor's degree or equivalent in a related field, plus seven years of database experience. The person entering this position is considered to be adequately trained and experienced to be self-sufficient immediately. Viewed as being able to handle unusual and seldom occurring job events without assistance from others. Requires knowledge of set theory/basic algebra. Complex choices of action which require extensive logic, knowledge, and understanding to determine problem cause, effect, and resolution. Possesses ability to apply direct experience to problem-solving situations. Investigates, motivates, leads, teaches, influences, sells, reads, writes, interprets, explains, and reviews DBMS and related information from moderately complex to a high level of complexity. Applications programming in conjunction with software engineering methodology and exposure to multiple DBMSs.

14603 Database Administrator III

Performs database administration assignments in support of the production and development of Database Management Systems (DBMS) applications.

Assignments, which are in direct support of software development and maintenance teams, include database analysis, security support, design, software use, performance monitoring and tuning, and general technical assistance. Reviews and ensures database integrity via standardized tools. Ensures and monitors that assignments are performed in accordance with database administration guidelines, standards and procedures for applications development, implementation, testing, and migration.

Responds to moderately complex customer-reported systems problems. Provides technical DBMS knowledge to other groups as needed. May evaluate and recommend use of software, guidelines and procedures to lower level staff. May provide work direction and guidance to others.

(It should be understood that this is not intended to be a detailed nor comprehensive description of any individual employee's job content. Managers set the specific duties and responsibilities for each employee.)

Typically requires a bachelor's degree or equivalent in a related field, plus five years of database experience. The person entering this position is considered to be adequately trained and experienced to be self-sufficient in minimal time. Viewed as being able to handle unusual and seldom occurring job events with minimal assistance. Requires knowledge of set theory/basic algebra. Complex choices of action which require considerable logic, knowledge, and understanding to determine problem cause, effect, and resolution. Possesses ability to apply direct experience to problem-solving situations. Investigates, leads, influences, sells, reads, writes, interprets, explains and reviews DBMS and related information from simple to moderately complex. Applications programming in conjunction with software engineering methodology and exposure to multiple DBMS.

14604 Database Administrator IV

Performs database administration assignments in support of the production and development of Database Management Systems (DBMS) applications.

Assignments, which are in direct support of software development and maintenance teams, include database analysis, security support, design, software use, performance monitoring and tuning, and general technical assistance. Reviews and ensures database integrity via standardized support tools. Ensures and monitors that assignments are performed in accordance with database administration guidelines, standards and procedures for applications development, implementation, testing, and migration. Communicates information regarding same to applications development staff as appropriate. Provides technical DBMS information to other groups as needed.

(It should be understood that this is not intended to be a detailed nor comprehensive description of any individual employee's job content. Managers set the specific duties and responsibilities for each employee.)

Typically requires a bachelor's degree or equivalent in a related field, plus one to two years of database experience. This is the entry level in the job family where the employee applies the basic fundamentals, concepts, practices, experience, and procedures to become increasingly proficient in the duties of the job. Requires knowledge of set theory/basic algebra. Moderately complex choices of action which require a full understanding of basic fundamentals and systems before knowing how to proceed. Reads, writes, and/or verbally communicates at a level to solicit or explain information that is moderately complex or technical, and composes correspondence and/or reports. Applications programming in conjunction with software engineering methodology.