

GENERAL SERVICES ADMINISTRATION

Federal Acquisition Service

Authorized Federal Supply Schedule FSS Price List

Online access to contract ordering information, terms and conditions, pricing, and the option to create an electronic delivery order are available through GSA Advantage!®. The website for GSA Advantage!® is: <https://www.GSAAdvantage.gov>.

INFORMATION TECHNOLOGY EQUIPMENT, SOFTWARE, AND SERVICES & BUSINESS ADMINISTRATIVE SERVICES

SERVICES

FSC/PSC CLASS

IT & Telecom-Facility Operation and Maintenance	D301
IT & Telecom-Systems Development Services	D302
IT & Telecom-Systems Analysis Services	D306
IT & Telecom-Automated IT Strategy and Architecture	D307
IT & Telecom-Programming Services	D308
IT & Telecom-Cyber Security and Data Backup Services	D310
IT & Telecom-Data Conversion Services	D311
IT & Telecom-Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services	D313
IT & Telecom-Telecommunications Network Management Services	D316
IT & Telecom-Web-Based Subscription Services	D317
IT & Telecom-Other IT and Telecommunications Services	D399

CONTRACT NUMBER: GS-35F-407CA

For more information on ordering go to the following website: <https://www.gsa.gov/schedules>.

CONTRACT PERIOD: JULY 6, 2020 – JULY 5, 2030

Pricelist current as of Modification # PS-0029 effective March 14, 2025.



BAILEY INFORMATION TECHNOLOGY CONSULTANTS. LLC

800 Corporate Drive

Suite 301

Stafford, VA 22554

Phone: 703-309-9030

Fax: 703-457-8227

Web Site: <http://www.baileyinfotec.com>

Contact for Contract Administration: Robert Bailey, President/CEO

Email for Contract Administration: rbailey@baileyinfotec.com

BUSINESS SIZE. SMALL

CUSTOMER INFORMATION

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

SIN	Description
54151S	Information Technology (IT) Professional Services
541611	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
OLM	Order-Level Materials (OLM)

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

SIN	Lowest Priced Items	Price
54151S	Helpdesk Support II	\$65.98
541611	Electronic Records Management (ERM)	\$81.29

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item.

See Pricing Below

2. Maximum order. 54151S - \$500,000; 541611 - \$1,000,000.00

3. Minimum order. \$100.00

4. Geographic coverage (delivery area). Domestic only

5. Point(s) of production (city, county, and State or foreign country). Same as company address

6. Discount from list prices or statement of net price. Government net prices (discounts already deducted). See Attachment.

7. Quantity discounts. None

8. Prompt payment terms. Net 30 days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. Foreign items (list items by country of origin). None

10a. Time of delivery. (Contractor insert number of days.) Specified on the Task Order

CUSTOMER INFORMATION CONT'D

10b.Expedited Delivery. Contact Contractor

10c.Overnight and 2-day delivery. Contact Contractor

10d.Urgent Requirements. Contact Contractor

11.F.O.B. point(s). Destination

12a.Ordering address(es). *Bailey Information Technology Consultants, LLC*
800 Corporate Drive
Suite 301
Stafford, VA 22554

12b.Ordering procedures: See Federal Acquisition Regulation (FAR) 8.405-3.

13.Payment address(es). *Bailey Information Technology Consultants, LLC*
800 Corporate Drive
Suite 301
Stafford, VA 22554

14.Warranty provision. Contractor's standard commercial warranty. N/A

15.Export packing charges, if applicable. N/A

16.Terms and conditions of rental, maintenance, and repair (if applicable). N/A

17.Terms and conditions of installation (if applicable).N/A

18a.Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). N/A

18b.Terms and conditions for any other services (if applicable). N/A

19.List of service and distribution points (if applicable). N/A

20.List of participating dealers (if applicable). N/A

21.Preventive maintenance (if applicable). N/A

22a.Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). N/A

CUSTOMER INFORMATION CONT'D

22b.If applicable, indicate that Section 508 compliance information is available for the information and communications technology (ICT) products and services offered and show where full details can be found (e.g., Contractor's website or other location). ICT accessibility standards can be found at <https://www.section508.gov/>. N/A

23.Unique Entity Identifier (UEI) number: USZQHEFEE8N3

24. Notification regarding registration in System Award Management (SAM) database: Registered

DESCRIPTION OF PROFESSIONAL SERVICES AND PRICING

Commercial Job Title: **System Administrator**

Minimum/General Experience: 5 years experience

Functional Responsibility: Responsible for the complete process of infrastructure design and operations, including systems analysis and maintenance, security, network operations and support, and systems configuration. Infrastructure includes: hardware, operation systems, database management systems, network and security. Also conducts end-to-end plan design, controls production, and implements and monitors systems. Maintains production databases to ensure integrity, performance, accessibility, and recoverability of data. Develops long-term strategy for historical data retention and archival plan for storage needs; defines data retention, backup, and recovery. Develops, packages and automates distribution of installation executable software and related software on target machines. Manages query functions and server maintenance, to include writing SQL statements for SQL queries. Performs administration on both the deployed configuration management tools. Creates job scheduling; works with developers and command center staff to create, configure and troubleshoot mid-tier job scheduling jobs as well as required to run with the scheduling tool. Troubleshoots and tunes data warehouse applications for system and performance problems; identifies and resolves information flow, content issues, and transformation of business requirements into logical data models.

Minimum Education: A Bachelor's Degree from an accredited institute in an area applicable to this position (e.g. information systems, computer science, math, or engineering). An additional four years of relevant technical experience may be substituted for the Bachelor's Degree.

Commercial Job Title: **System Engineer**

Minimum/General Experience: 10 years experience

Functional Responsibility: Exercises independent judgment and creativity on a regular basis in solving highly complex, major technical problems and in providing advice and recommendations. Continually assess

the performance of appropriate software systems to identify and correct problems which impact operation efficiency and work quality. Maintains active liaison with user personnel to ensure continuing responsiveness of applicable system software user requirements. Analyzes performance indicators such as system's response time and number of programs being processed to ensure operational efficiency. Designs, code, installs, and maintains appropriate systems software program. Identifies, evaluates, tailors and directs the implementation of vendor-supplied software packages. Performs special system regeneration where applicable to reflect changes in peripheral configuration. Ensures the maintenance of adequate software systems documentation. Recommends to management the purchase or lease of system software packages and related hardware and provides technical assistance to less experienced systems software personnel in the resolution of complex system-related problems. Trains users in applications programming and other user personnel in the use of systems software and related hardware. May perform other duties as assigned. Has prime accountability for the maintenance and operating efficiency of a major subsystem, such as the teleprocessing network, database management systems, etc.

Responsible for independently performing in depth studies and analyses including formulating parameters and factors to be considered, and validating the results. Maintains broad and extensive knowledge of system engineering principles, techniques, and established practices/procedures. Provides training to other employees. Possesses sufficient writing and communication skills to prepare and present reports, papers, briefings and other documentation pertinent to the position.

Minimum Education: Bachelor's degree with 1-5 years of experience

Commercial Job Title: **Software Engineer**

Minimum/General Experience: 10 years experience

Functional Responsibility: Web Application and Relational Database (SQL Server, Oracle) Experience (functional understanding of database structure). Understanding of J2EE Architecture (JBoss, Apache, Tomcat, etc.) and deployment procedures. Analytical Skills (ability to digest requirements and produce design). Ability for Testing/Quality Control. Write reports with iReport toolkit, write custom JSP pages. Answer technical questions from customers, write corresponding technical documentation. Excellent verbal and written communication skills. Prior experience with workflow solutions preferred. Active TS/SCI clearance is required.

Minimum Education: Bachelor's degree in Computer Science, Management Information Systems or equivalent. 5-years work experience programming in SQL, Java, JavaScript, or equivalent.

Commercial Job Title: **Security Specialist**

Minimum/General Experience: 5 years experience

Functional Responsibility: Perform such tasks necessary to assure the loyalty, reliability, suitability, and trustworthiness of employees, contractors, visitors, and others who work with or have access to sensitive or classified information, material, facilities and work sites. Projects and activities to be supported may include, but are not limited to, personnel security documentation review and processing, investigation of security incidents, management of Communications Security (COMSEC) equipment, issuance of badges and keys,

and Operations Security (OPSEC) training and orientation for new employees. Provide security architecture, policy and design guidance for business systems and networks. Provide Information Security Certification and Accreditation Support for applications, systems and networks in accordance with appropriate customer policies and processes and performs as an Information Assurance assessment team member. Support for defining and assessing appropriate procedural security, network security and connection rules, configuration management and accountability, maintenance, system rules of behavior, personnel and technical security controls, marking and labeling, incident response, continuity Participates in planning, cost analysis and implementation of all aspects of ADP security. Develops and implements Tempest procedures in all areas. Designs, develops, implements, and supports all ADP security policy, procedures, and systems. Will help provide security architecture, policy and design guidance for business systems and networks. Individual may also help provide Information Security Certification and Accreditation Support for applications, systems and networks in accordance with appropriate customer policies and processes. Helps develops materials and provide instruction to teams in the C&A activities at the appropriate skill level to accomplish the mission. Prepares security briefings and reports as necessary and participates as a subject matter expert in support of NETL security initiatives, conferences and Information Security Awareness. Implements and monitors ADP security procedures and issues. Conduct risk assessments, firewall determinations, and security procedures.

Minimum Education: Bachelor's degree in related area or equivalent 5 years experience

Commercial Job Title **Program Manager IV**

Minimum /General Experience: Minimum of 10 years or 3 additional years and Project Management Professional Certification (PMP)

Functional Responsibility

- Provide strategic facility planning expertise to assist in the structured development, assessment, integration, programming, budgeting, action assignment, tracking, and execution of tasks.
- Develop program and execute plans for major facilities projects
- Update the strategic facility plan as necessary to satisfy facility requirements.
- Identify and analyze alternatives leading to recommended courses of action to satisfy facility requirements.
- Develop project cost estimates.
- Research and validate source documentation justifying the need for the project.
- Prepare presentations for senior management to justify proposed projects.
- Coordinate proposed projects
- Coordinate project plans as necessary with the government (Director, SIF).
- Incorporate ongoing studies.
- Analyze emergent facility engineering issues such as antiterrorism/force protection requirements and facilities condition assessments for incorporation in the project.

Minimum Education: Bachelor's Degree in an associated discipline.

Commercial Job Title **Information Technology Web and Multimedia Developer III**

Alternate Labor Categories: Web Designer, SharePoint Developer & Web Services Architect

Minimum /General Experience: At least 8 years of experience.

Functional Responsibility

- Update and maintain website with relevant, accurate and timely information.
- Translate ideas and concepts into professional, web-based products.
- Web designer will ensure the design and layout of all reports, documents, and publications are easily transferred to and retrievable from the SI website.
- Share institutional knowledge and experience to facilitate an effective and efficient service.
- Ensure the website is professionally formatted and maintained in accordance with organization standards.
- Utilize strong graphic design skills to improve design aspects of the organization website utilizing best practices and design principles that generate aesthetic graphics, easy use, and innovative styles.
- Develop automated web based tools as required.
- Coordinate with organization departments to obtain and post supplemental information, links, etc.
- Maintain website records (e.g., history, authors, contributors, revision dates, etc.).
- Develop a web maintenance plan for maintaining the website with current and accurate information at all times.
- Support unique initiatives for web page design, content organization, and special projects (e.g., surveys, reporting, etc.) that require technical fluency to generate databases, programs, and designs within organization system capabilities.
 - Manage project tasks by prioritizing workload, multitasking, and effectively interacting with a wide range of people (orally and in writing).
 - Experience in web development technologies and methods such as HTML, CSS, and the jQuery library.

Minimum Education: Bachelor's Degree in an associated discipline.

Commercial Job Title **Web Content Manager**

Minimum /General Experience: At least 3 years of experience.

Functional Responsibilities:

- Manage information content – identify, coordinate, and delete outdated or obsolete information; include value-added news and/or features; maintain consistency across organization web pages.
- Recommend and implement improvements to written submissions, format, navigation, design, etc., to produce a user-friendly, well organized, and modernized website appearance.
- Coordinate with organization departments to obtain and post supplemental information, links, etc.
- Maintain website records (e.g., history, authors, contributors, revision dates, etc.).
- Support unique initiatives for web page design, content organization, and special projects (e.g., surveys, reporting, etc.) that require technical fluency to generate databases, programs, and designs within organization system capabilities.
- Experienced with the coding, testing, and acceptance of web content. Tests web pages to ensure content of web page is in accordance with client requirements and 508 compliance.
- Knowledge of electronic publishing and structured authoring software.

Minimum Education: Associates degree in an associated discipline.

Commercial Job Title

Tester & Evaluator

Minimum /General Experience: At least 3 years of experience.

Functional Responsibility

Designs and executes IT software tests and evaluating results to ensure compliance with applicable regulations. Prepares test scripts, test documentation, and test data. Good oral and written communication and interpersonal skills. Able to establish effective work relationships. Responsible for planning and execution of the Program's validation and verification processes of all configuration items. Participation in integration and test planning activities for appropriate of verification. Performs requirements analysis and gap analysis to ensure verifiability of requirements throughout systems development lifecycle. Establish evaluation criteria for requirements as assigned. Involvement in software design, code, unit test and implementation of detailed test procedures. Preparation of status reports. Preparation for and participation in TRRs. Success conduct of integration and test activities. C++, UNIX, automated tools, RTM, McCabe Visual, Test tools, XRUNNER, MS Office 97. Serves a member of the customer's change control board and other supporting executive committees. Interacts with the customer to ensure errors and system modifications are tested, evaluated, and incorporated into the final technology solution successfully.

Minimum Education: Associates degree in an associated discipline.

Commercial Job Title

Systems Engineer, L3 (Senior Systems Engineer)

Minimum/General Experience: 5-10 years of experience

Functional Responsibility:

Exercises independent judgment and creativity on a regular basis in solving highly complex, major technical problems and in providing advice and recommendations. Continually assess the performance of appropriate software systems to identify and correct problems which impact operation efficiency and work quality. Maintains active liaison with user personnel to ensure continuing responsiveness of applicable system software user requirements. Analyzes performance indicators such as system's response time and number of programs being processed to ensure operational efficiency. Designs, code, installs, and maintains appropriate systems software program. Identifies, evaluates, tailors and directs the implementation of vendor-supplied software packages. Performs special system regeneration where applicable to reflect changes in peripheral configuration. Ensures the maintenance of adequate software systems documentation. Recommends to management the purchase or lease of system software packages and related hardware and provides technical assistance to less experienced systems software personnel in the resolution of complex system-related problems. Trains users in applications programming and other user personnel in the use of systems software and related hardware. May perform other duties as assigned. Has prime accountability for the maintenance and operating efficiency of a major subsystem, such as the teleprocessing network, database management systems, etc.

Responsible for independently performing in depth studies and analyses including formulating parameters and factors to be considered, and validating the results. Maintains broad and extensive knowledge of system engineering principles, techniques, and established practices/procedures. Provides training to other employees. Possesses sufficient writing and communication skills to prepare and present reports, papers, briefings and other documentation pertinent to the position.

Minimum Education: Bachelor's degree in an associated discipline.

Commercial Job Title **Helpdesk Support II**

Minimum/General Experience: Three years' experience.

Functional Responsibilities: Customer focused, first call resolution Service Desk in support of the external facing applications. Service Desk Services will be the first point of contact for information system incidents, user account issues, feedback, and procedural inquiries related to the external applications. Service Desk services include support for all incidents and inquiries that are resolvable by the Service Desk, the escalation of incidents it is unable to resolve to the appropriate Level 2 or Level 3, and the routing of feedback or process related inquiries to the appropriate directorate or component. In addition, the Service Desk will take proactive approach to Incident and Problem Resolution as much as possible. The Service Desk will be capable of either directly resolving or triaging and escalating the categories of Incidents and Service Requests

Minimum Education: Bachelor's Degree in an IT related field.

Proposed Education Substitutions: None

Commercial Job Title: **Information Security Specialist Officer (ISSO)**

Minimum/General Experience: • 4 years related experience and prior performance in roles such as System, Network Administrator or ISSO

Functional Responsibilities: The ISSO is the individual responsible to the ISSM, information owner, and System Owner for ensuring the appropriate operational security posture is maintained for an information system. The Information System Security Officer (ISSO) serves as the principal advisor to the Information System Owner (SO), Business Process Owner, and the Chief Information Security Officer (CISO) / Information System Security Manager (ISSM) on all matters, technical and otherwise, involving the security of the office of CIS Information Systems. The ISSO shall be responsible for ensuring the implementation and maintenance of security controls in accordance with the Security Plan (SP) and Department of National Intelligence (DNI) policies. While the ISSO will not actually perform all functions, they will have to coordinate, facilitate, or otherwise ensure certain activities are being performed. As a result, it is important for ISSOs to build relationships with the SO, technical staff, and other stakeholders as described in this document.

Essentials:

The goal of information security is to help the business process owner accomplish the mission in a secure manner. To be successful, ISSOs need to know and understand the following:

1. How the system supports the organization's mission

2. System Detail including:

- a. Architecture
- b. System Components (Hardware, software, peripherals, etc.)
- c. Location of each system component
- d. Data Flow
- e. Interconnections (Internal and External)
- f. Security Categorization
- g. Security Requirements
- h. Configuration Management processes and procedures

3. Users (How many, location, etc.)

4. Key personnel by name

The ISSO shall provide support to tasks outlined below:

Task Area 1: Information Security Specialist Officer

The ISSO is responsible for ensuring the appropriate operational security posture is maintained for the Office of CIS information systems and as such, works in close collaboration with the ISSM and ISO. The position shall have the detailed knowledge and expertise required to manage the security aspects of an information system and is responsible for the day-to-day security operations of a system. This could also include physical and environmental protection, personnel security, incident handling, and

security training and awareness. It will be required to work in close coordination with the ISSM and ISO in monitoring the information system(s) and its environment of operation to include developing and updating the authorization documentation, implementing configuration management across authorization boundaries. This will include assessing the security impact of those changes and making recommendation to the ISSM. The primary function is working within CIS office supporting the Department of National Intelligence. The position will provide “day-to-day” support for Collateral, Sensitive Compartmented Information (SCI) and Special Access Program (SAP) activities.

- Assist the ISSM in meeting their duties and responsibilities
- Prepare, review, and update authorization packages
- Ensure approved procedures are in place for clearing, sanitizing, and destroying various types of hardware and media
- Notify ISSM when changes occur that might affect the authorization determination of the information system(s)
- Conduct periodic reviews of information systems to ensure compliance with the security authorization package
- Coordinate any changes or modifications to hardware, software, or firmware of a system with the ISSM and AO/DAO prior to the change
- Monitor system recovery processes to ensure security features and procedures are properly restored and functioning correctly
- Ensure all IS security-related documentation is current and accessible to properly authorized individuals
- Ensure audit records are collected, reviewed, and documented (to include any anomalies)
- Attend required technical and security training (e.g., operating system, networking, security management) relative to assigned duties
- Execute the cyber security portion of the self-inspection, to include provide security coordination and review of all system assessment plans
- Identify cyber security vulnerabilities and assist with the implementation of countermeasures
- Prepare reports on the status of security safeguards applied to computer systems.
- Perform ISSO duties in support of in-house and external customers.
- Conduct security impact analysis activities and provide to the ISSM on all configuration management changes to the authorization boundaries

Minimum Education: Bachelor’s degree

Proposed Education Substitutions: None

Commercial Job Title: Network Engineer

Minimum/General Experience: 5 years of experience

Functional Responsibility:

- Perform various network engineering tasks on devices such as firewalls, routers, network switches, and cables.
- Create and maintain documentation on cabling infrastructure, network address assignments, protocol implementations and other critical information technology infrastructure.
- Work with users to maintain the Information Technology Security Policy.
- Perform various system administration tasks such as installing, supporting, and maintaining servers and desktop computer systems and planning for and responding to service outages and other helpdesk related problems.
- Tasks will also include, but are not limited to:
- Analyzing system logs and identifying potential issues, performing routine audits of systems and software, performing backups, adding, removing, and updating user account information, resetting passwords, and other user related activities.
- Perform various application administration tasks such as software installations, creating and designing software specifications to meet various county requirements.

Minimum Education: A Bachelor’s Degree from an accredited institute in an area applicable to this position (e.g. information systems, computer science, math, or engineering). An additional four years of relevant technical experience may be substituted for the Bachelor’s Degree.

Proposed Education Substitutions: None

Commercial Job Title: Sr. Network Engineer

Minimum/General Experience: 10 years of experience

Functional Responsibility:

- Analyze current software, hardware, and networking systems.
- Implement scalable networks according to client needs.
- Install and troubleshoot network systems.
- Perform routine checks on network structures and resolving technical issues.
- Determine security safeguards for networks and their effectiveness.
- Operate speed tests and determine steps companies can take to reduce lag.
- Upgrading and replacing hardware and software systems when required.
- Crafting and presenting network reports to management and clientele.
- Training staff and end-users on network usage.
- Remote monitoring of client's storage and recommend solutions to store and maintain network infrastructures.
- Provide off-hours consulting with clients in rotation with other team members.
- Install, configure, test, and document equipment/network systems according to requirements to provide a networking environment.
- Leads the execution of day-to-day networking operations to guarantee network availability, stability, and serviceability with the least amount of downtime possible.
- Bachelor's in network administration or related field
- At least 10+ years of network engineer experience
- Specific knowledge of EMC and NetApp
- Detailed knowledge of Cisco systems
- Experience in data storage management
- Advanced problem-solving and troubleshooting skills
- Good communication and interpersonal skills
- Experience with user end-training

Minimum Education: A Bachelor's Degree from an accredited institute in an area applicable to this position (e.g. information systems, computer science, math, or engineering). An additional six years of relevant technical experience may be substituted for the Bachelor's Degree.

Proposed Education Substitutions: None

Program Manager

Minimum/General Experience: 7 years experience

Functional Responsibility: Provide direct support for the NGA Mentor Protégé Program. Preparation management including coordinating, distribution of approved agendas and prep materials, tracking agenda items and timely response to requested for related information. Coordinating with Leidos to ensure on-time briefing inputs and other deliverables as required for presentation to NGA. Attend required Leidos Program Meetings as required. Acts as the central point of contact to respond to inquiries. Creation of briefings, documents and interactive presentations as required. Demonstrated ability to work well within a team environment as well as independently in a very fast-paced dynamic work environment. Experience with all stages of system life-cycle and operational concepts from SOW, ECP and Earned Value Management (EVM)

and database definition through risk assessment and mitigation.

Minimum Education: Master's degree plus 7 years experience.

Project Manager

Minimum/General Experience: 6 years of professional experience

Functional Responsibility: Manages the contractual relationship with clients and oversees several projects at a program level. Meets and converse with client regarding the status of specific program and management activities and problems, issues or conflicts regarding resolution. Conducts quality assurance over key project deliverables. Resolves issues with staff, tools and methods. Conducts and/or participates in project staff meetings and client meetings to resolve issues through application of company resources or experiences gained on other projects. Capable of negotiating and making binding decisions for the company.

Minimum Education: Master's degree plus 6 years experience.

Electronic Records Management (ERM)

Minimum/General Experience: Minimum 11 years of demonstrated experience in managing information engagement in the IC, DoD or Federal Government environment. Demonstrated experience in the planning, designing, and implementation of electronic record-keeping systems in the IC, DoD, or Federal Government. Demonstrated experience in the design, development, documentation, and support technical capabilities for the transformation, de-duplication, and transport of structured and un-structured datasets. Demonstrated experience maintaining processes to transfer electronic records to the National Archives and Records Administration.

Functional Responsibility: Coordinate with various IT planning, design, development, and sustainment activities to interpret and apply records management requirements to NGA systems and data to establish procedures for the identification, capture, and transfer of electronic records to the Records Management Program (RMP) for disposition.

Maintain and update the NGA Electronic Records Management Program Plan.

Maintain and update NGA Records Management Metadata guidance.

Review planned and existing systems and dataset for implications and compliance with electronic records management requirements.

Coordinate with systems owners and developers to ensure inclusion of records management requirements into designs and CONOPS.

Maintain and update the records holding system registry with status of existing and planned systems and datasets.

Maintain metrics for system and dataset-level compliance with records management requirements.

Participate in NGA, IC, Government, and industry forums to identify and address issues in the management of electronic records. Business processes to include technology evaluations, cost analyses, and statements of work.

Monitor and guide the implementation of electronic recordkeeping systems in accordance with established plans.

Develop and maintain processes to affect the transfer of electronic records to the National Archives and Records Administration.

Minimum Education: Bachelor's degree in Computer Science or Engineering

Personnel Security Specialist

Minimum/General Experience: Minimum 3 years of demonstrated experience and knowledge of National Intelligence SCI security standards, applicable Executive Orders, IC and DoD Directives, and other relevant policy statements which establish the personnel security SCI adjudicative standards.

3 years of demonstrated experience in adjudicating individuals for SCI access against ICPG 704.2

Functional Responsibility: Evaluate reports of investigations, interpret, and apply Intelligence Community Policy Guidance (ICPG) 704.2 SCI Adjudicative guidelines, and author written documentation that clearly cites finding and justifies recommendations for eligibility determinations for access to SCI classified information consistent with the interests of national security.

Review investigative documents to identify discrepancies, inconsistencies, and areas potentially requiring clarification or additional investigation; author written documentation that clearly cites results of review for SCI clearance eligibility and recommended courses of action.

Consults with on-site Government, security officials, and/or external Agencies as necessary to identify and resolve personnel SCI security related issues.

Prepares adjudicative read-down against ICPG 704.2 SCI adjudicative criteria. Controls the processing, review, and appeals actions, which include responding to legal briefs; preparing appropriate analysis and commentary on appeals for presentation to the Agency's security appeals panel.

In writing and with justification, recommends SCI security clearance eligibility decisions on extremely sensitive investigative information involving highly complex and controversial issues.

Generate, evaluate, and make written recommendations (IAW with unit standard procedures and formats) on each assigned case file in support of SCI clearance eligibility.

Knowledge and experience with Federal, Intelligence Community and Department of Defense (DoD) personnel security data repositories (i.e. Scattered Castles, Joint Personnel Adjudication System, Defense Central Index of Investigations, and Clearance Verification System. Update security clearance databases as necessary to reflect SCI eligibility determinations.

As directed, coordinates, and prepares, in writing, original personnel security documentation, e.g., statements of reason, letters of intent, advisory letters, denial of access memoranda, etc.

Minimum Education: Bachelor's degree. Proficient skills in briefing and oral presentation, customer service, technical writing, and Microsoft office suite.

GSA PROPOSED PRICELIST

SIN	Labor Categories	July 6, 2024 - July 5, 2025	July 6, 2025 - July 5, 2026	July 6, 2026 - July 5, 2027	July 6, 2027 - July 5, 2028	July 6, 2028 - July 5, 2029	July 6, 2029 - July 5, 2030
54151S	System Administrator	\$80.25	\$81.85	\$83.49	\$85.16	\$86.86	\$88.59
54151S	System Engineer	\$127.83	\$130.39	\$133.00	\$135.66	\$138.37	\$141.14
54151S	Software Engineer	\$113.29	\$115.56	\$117.86	\$120.22	\$122.63	\$125.08
54151S	Security Specialist	\$74.81	\$76.31	\$77.83	\$79.40	\$80.99	\$82.61
54151S	Program Manager IV	\$151.71	\$154.74	\$157.83	\$160.99	\$164.21	\$167.50

54151S	Information Technology Web and Multimedia Developer III	\$91.25	\$93.08	\$94.94	\$96.84	\$98.77	\$100.75
54151S	Web Content Manager	\$92.05	\$93.89	\$95.77	\$97.68	\$99.64	\$101.63
54151S	Tester & Evaluator	\$105.71	\$107.83	\$109.98	\$112.18	\$114.43	\$116.72
54151S	Systems Engineer, L3 (Senior Systems Engineer)	\$116.51	\$118.84	\$121.22	\$123.65	\$126.12	\$128.63
54151S	Helpdesk Support II	\$65.98	\$67.30	\$68.65	\$70.03	\$71.43	\$72.86
54151S	Information Security Specialist Officer	\$179.25	\$182.84	\$186.50	\$190.23	\$194.04	\$197.91
54151S	Network Engineer	\$118.51	\$120.88	\$123.29	\$125.76	\$128.28	\$130.85
54151S	Sr. Network Engineer	\$119.19	\$121.58	\$124.01	\$126.49	\$129.02	\$131.60
541611	Program Manager	\$159.71	\$162.90	\$166.16	\$169.48	\$172.87	\$176.32
541611	Project Manager	\$149.41	\$152.40	\$155.46	\$158.57	\$161.74	\$164.98
541611	Electronic Records Management (ERM)	\$86.27	\$87.99	\$89.75	\$91.55	\$93.38	\$95.24
541611	Personnel Security Specialist	\$113.79	\$116.07	\$118.39	\$120.76	\$123.17	\$125.64



Points of Contact
IT

For general questions regarding MAS IT Contracting:

Customer Service
Phone: 1-877-446-IT70 (4870)
Email: IT.Center@gsa.gov

For questions regarding eOffer submission or Certifications:

Vendor Support Center
visit www.gsa.gov/vsc.
Phone: 1-877-495-4849

For general questions regarding HSPD 12:

Email: hspd12@gsa.gov
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