

# GENERAL SERVICES ADMINISTRATION

## Federal Acquisition Service Authorized Federal Supply Schedule Price List

SCHEDULE 70: GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT,  
SOFTWARE, AND SERVICES

Note: Contractor has been awarded under the Cooperative Purchasing & Disaster Recovery programs.

**PotomacWave Consulting, Inc.**  
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<http://www.potomacwave.com/>

**Business Size:** Woman Owned Small Business

CONTRACT NUMBER: GS-35F-222DA

PERIOD COVERED BY CONTRACT:  
March 10, 2016 - March 9, 2021

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

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## CUSTOMER INFORMATION

- 1a. **AUTHORIZED SPECIAL ITEM NUMBERS (SINs):**  
*132-51 (Information Technology Professional Services)*
- 1b. **Lowest Priced Model Number and Price for each SIN:** See Price List
- 1c. **SERVICES OFFERED:** See Price List

2. **MAXIMUM ORDER PER SIN:**

SIN  
*132-51*

MAXIMUM ORDER  
*\$500,000 per SIN/Order*

*This maximum order threshold is a dollar amount at which it is suggested that the ordering agency request higher discounts from the contractor before issuing the order. The contractor may: (1) Offer a new lower price, (2) Offer the lowest price available under the contract, or (3) Decline the order within five (5) days. In accordance with the Maximum Order provisions contained in the Schedule, a delivery order may be placed against the Schedule contract even though it exceeds the maximum order threshold.*

- 3. **MINIMUM ORDER LIMITATION:** *\$100*
- 4. **GEOGRAPHIC COVERAGE (DELIVERY AREA):** *Domestic only*
- 5. **POINT OF PRODUCTION:** *Alexandria, VA*
- 6. **BASIC DISCOUNT:** *Prices listed are net, discounts have been deducted and the industrial funding fee has been added.*
- 7. **QUANTITY DISCOUNT:** *None*
- 8. **PROMPT PAYMENT TERMS:** *Net 30 Days ARO*
- 9a. **GOVERNMENT PURCHASE CARDS ARE ACCEPTED UP TO THE MICRO-PURCHASE THRESHOLD.**
- 9b. **GOVERNMENT PURCHASE CARDS ARE ACCEPTED ABOVE THE MICRO-PURCHASE THRESHOLD.**
- 10. **FOREIGN ITEMS:** *None*

- 11a. **TIME OF DELIVERY:** *As Negotiated*
- 11b. **EXPEDITED DELIVERY:** *Contact Contractor*
- 11c. **OVERNIGHT AND 2-DAY DELIVERY:** *Contact Contractor*
- 11d. **URGENT REQUIREMENTS:** *Contact Contractor*
12. **F.O.B. POINT:** *Destination*
- 13a. **ORDERING ADDRESS:** *Potomac Wave Consulting, Inc.  
214 Prince Street  
Alexandria, VA 22314*
- 13b. **ORDERING PROCEDURES:** *For supplies and service the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample BPA may be found at the GSA/FSS Schedule homepage ([gss.gsa.gov/schedule](http://gss.gsa.gov/schedule)).*
14. **PAYMENT ADDRESS:** *Same as ordering address*
15. **WARRANTY PROVISION:** *Standard Commercial Warranty*
16. **EXPORT PACKING CHARGES:** *Not Applicable*
17. **TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE:** *Will be accepted above the micro-purchase threshold*
18. **TERMS AND CONDITIONS OF RENTAL:** *Not Applicable*
19. **TERMS AND CONDITIONS OF INSTALLATION:** *Not Applicable*
20. **TERMS AND CONDITIONS OF REPAIR PARTS:** *Not Applicable*
- 20a. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES:** *Not Applicable*
21. **LIST OF SERVICE AND DISTRIBUTION POINTS:** *Not Applicable*
22. **LIST OF PARTICIPATING DEALERS:** *Not Applicable*

23. **PREVENTIVE MAINTENANCE:** *Not Applicable*
- 24a. **SPECIAL ATTRIBUTES:** *Not Applicable*
- 24b. **SECTION 508 COMPLIANCE INFORMATION:** *PotomacWave Consulting, Inc. complies with Section 508 EIT standards as detailed at: [www.Section508.gov/](http://www.Section508.gov/).*
25. **DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER:** *809019180*
26. **CONTRACTOR HAS REGISTERED IN THE SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE.**

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

## **1. SCOPE**

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

## **2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)**

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

## **3. ORDER**

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

## **4. PERFORMANCE OF SERVICES**

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

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

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

1. The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
2. The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
- c. If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
- d. If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

## **6. INSPECTION OF SERVICES**

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

## **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 (Dec 2007) Rights in Data – General, may apply.

## **8. RESPONSIBILITIES OF THE ORDERING ACTIVITY**

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

## **9. INDEPENDENT CONTRACTOR**

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

## **10. ORGANIZATIONAL CONFLICTS OF INTEREST**

### **a. Definitions.**

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

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

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

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

## **11. INVOICES**

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

## **12. PAYMENTS**

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

- a. The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
- b. The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
  1. The offeror;
  2. Subcontractors; and/or
  3. Divisions, subsidiaries, or affiliates of the offeror under a common control.

## **13. RESUMES**

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

## **14. INCIDENTAL SUPPORT COSTS**

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

## **15. APPROVAL OF SUBCONTRACTS**

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

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

Please refer to the labor category descriptions and pricing incorporated into this GSA Pricelist.

## LABOR CATEGORY DESCRIPTIONS

<b>Labor Category: Technical Expert</b>
<p><b>Functional Responsibilities:</b>  <b>For stated discipline: Information Technology performs the following functions:</b></p> <ul style="list-style-type: none"> <li>• Provides expertise to client and/or project team in a given technology area to include Software Development, Network/Systems Engineering, Technology Architecture, or Technology Support</li> <li>• Leads and represents project with clients and stakeholders at meetings and briefings</li> <li>• Provides knowledge sharing and mentoring to staff</li> <li>• Prepares documentation, reports, and other deliverables for client approval</li> <li>• Analyzes, researches, and develops client solutions and supports implementation and client acceptance process of deliverables</li> <li>• Can serve in project management lead role as required by client</li> </ul>
<p><b>Minimum Years of Experience:</b> Five years of experience in the industry or related discipline; possesses specific knowledge or skillset in Information Technology relevant to client and project requirements.</p>
<p><b>Minimum Educational/Degree Requirements:</b> Master’s Degree in a relevant field which may include: Computer Science, MIS, or another related subject area.</p>
<p><b>Applicable Training or Certification Requirements:</b> Relevant Information Technology certifications to be determined on a per job/project/contract basis</p>

<b>Labor Category: Technical</b>
<p><b>Functional Responsibilities:</b>  <b>For stated discipline: Information Technology performs the following functions:</b></p> <ul style="list-style-type: none"> <li>• Provides expertise to client and/or project team in a given technology area to include Software Development, Network/Systems Engineering, Technology Architecture, or Technology Support</li> <li>• Leads and represents project with clients and stakeholders at meetings and briefings</li> <li>• Provides knowledge sharing and mentoring to staff</li> <li>• Prepares documentation, reports, and other deliverables for client approval</li> <li>• Analyzes, researches, and develops client solutions and supports implementation and client acceptance process of deliverables</li> <li>• Can serve in project management lead role as required by client</li> </ul>
<p><b>Minimum Years of Experience:</b> Five years of experience in the industry or related discipline; possesses specific knowledge or skillset in Information Technology relevant to client and project requirements.</p>
<p><b>Minimum Educational/Degree Requirements:</b> Bachelor’s Degree in a relevant field which may include: Computer Science, MIS, or another related subject area.</p>
<p><b>Applicable Training or Certification Requirements:</b> Relevant Information Technology certifications to be determined on a per job/project/contract basis</p>

**Labor Category: Senior Technology Manager**

**Functional Responsibilities:**

**For stated discipline: Information Technology performs the following functions:**

- Leads a project, effort, task, or workstream and is responsible for integrating all aspects of the overall solution or approach to client deliverables as required, to include:
  - Developing a project plan and timeline for deliverables
  - Setting approach, methodology, and deliverable scope, format, and frequency
  - Integrating team and staff expertise to produce high quality deliverables
  - Serves as day to day interface with client regarding all communication on scope and deliverables
  - Addresses client challenges or issues
- Leads and represents project with clients and stakeholders at meetings and briefings
- Provides knowledge sharing and mentoring to staff and reviews work for accuracy and quality of approach
- Prepares documentation, reports, and other deliverables for client approval
- Analyzes, researches, and develops client solutions with team and supports team in implementation and client acceptance process of deliverables to include Software Development, Network/Systems Engineering, Technology Architecture, or Technology Support

**Minimum Years of Experience:** Six years of experience in the Information Technology discipline to include three years in a supervisory or lead role for a project or effort.

**Minimum Educational/Degree Requirements:** Bachelor's Degree in a relevant field which may include: Computer Science, MIS, or another related subject area.

**Applicable Training or Certification Requirements:** Relevant Information Technology certifications to be determined on a per job/project/contract basis

**Labor Category: Technology Manager II**

**Functional Responsibilities:**

**For stated discipline: Information Technology performs the following functions:**

- Leads a project, effort, task, or workstream and is responsible for integrating all aspects of the overall solution or approach to client deliverables as required, to include:
  - Developing a project plan and timeline for deliverables
  - Setting approach, methodology, and deliverable scope, format, and frequency
  - Integrating team and staff expertise to produce high quality deliverables
  - Serves as day to day interface with client regarding all communication on scope and deliverables
  - Addresses client challenges or issues
- Leads and represents project with clients and stakeholders at meetings and briefings
- Provides knowledge sharing and mentoring to staff and reviews work for accuracy and quality of approach
- Prepares documentation, reports, and other deliverables for client approval
- Analyzes, researches, and develops client solutions with team and supports team in implementation and client acceptance process of deliverables to include Software Development, Network/Systems Engineering, Technology Architecture, or Technology Support

**Minimum Years of Experience:** Five years of experience in the Information Technology discipline to include three years in a supervisory or lead role for a project or effort.

**Minimum Educational/Degree Requirements:** Bachelor's Degree in a relevant field which may include: Computer Science, MIS, or another related subject area.

**Applicable Training or Certification Requirements:** Relevant Information Technology certifications to be determined on a per job/project/contract basis

**Labor Category: Technology Manager**

**Functional Responsibilities:**

**For stated discipline: Information Technology performs the following functions:**

- Leads a project, effort, task, or workstream and is responsible for integrating all aspects of the overall solution or approach to client deliverables as required, to include:
  - Developing a project plan and timeline for deliverables
  - Setting approach, methodology, and deliverable scope, format, and frequency
  - Integrating team and staff expertise to produce high quality deliverables
  - Serves as day to day interface with client regarding all communication on scope and deliverables
  - Addresses client challenges or issues
- Leads and represents project with clients and stakeholders at meetings and briefings
- Provides knowledge sharing and mentoring to staff and reviews work for accuracy and quality of approach
- Prepares documentation, reports, and other deliverables for client approval
- Analyzes, researches, and develops client solutions with team and supports team in implementation and client acceptance process of deliverables to include Software Development, Network/Systems Engineering, Technology Architecture, or Technology Support

**Minimum Years of Experience:** Five years of experience in the Information Technology discipline to include two years in a supervisory or lead role for a project or effort.

**Minimum Educational/Degree Requirements:** Bachelor's Degree in a relevant field which may include: Computer Science, MIS, or another related subject area.

**Labor Category: Senior Technology Consultant II**

**Functional Responsibilities:**

**For stated discipline: Information Technology performs the following functions:**

- Expertise in analysis and developing methodologies and applying best practices to produce high quality deliverables related to Software Development, Network/Systems Engineering, Technology Architecture, or Technology Support
- Leads client teams and represents project management at client meetings and briefings
- Provides knowledge sharing and mentoring to staff and reviews work for accuracy and quality of approach
- Understands client environment and assists project management in addressing client challenges or issues
- Prepares documentation, reports, and other deliverables for client approval
- Analyzes, researches, and develops client solutions with team and supports team in implementation and client acceptance process of deliverables

**Minimum Years of Experience:** Seven years of experience in Information Technology or related discipline

**Labor Category: Senior Technology Consultant II**

**Minimum Educational/Degree Requirements:** Bachelor's Degree in a relevant field which may include: Computer Science, MIS, or another related subject area.

**Applicable Training or Certification Requirements:** Relevant Information Technology certifications to be determined on a per job/project/contract basis

**Labor Category: Senior Technology Consultant I**

**Functional Responsibilities:**

**For stated discipline: Information Technology performs the following functions:**

- Expertise in analysis and developing methodologies and applying best practices to produce high quality deliverables related to Software Development, Network/Systems Engineering, Technology Architecture, or Technology Support
- Leads client teams and represents project management at client meetings and briefings
- Provides knowledge sharing and mentoring to staff and reviews work for accuracy and quality of approach
- Understands client environment and assists project management in addressing client challenges or issues
- Prepares documentation, reports, and other deliverables for client approval
- Analyzes, researches, and develops client solutions with team and supports team in implementation and client acceptance process of deliverables

**Minimum Years of Experience:** Six years of experience in Information Technology or related discipline

**Minimum Educational/Degree Requirements:** Bachelor's Degree in a relevant field which may include: Computer Science, MIS, or another related subject area.

**Applicable Training or Certification Requirements:** Relevant Information Technology certifications to be determined on a per job/project/contract basis

Labor Category: Technology Advisor
<p><b>Functional Responsibilities:</b>  <b>For stated discipline: Information Technology performs the following functions:</b></p> <ul style="list-style-type: none"> <li>• Provide specific expertise and serve in an advisory capacity for a given topic area within Information Technology</li> <li>• Expertise in analysis and defining client needs and applying methodologies to produce high quality deliverables related to Software Development, Network/Systems Engineering, Technology Architecture, or Technology Support</li> <li>• Leads client teams and represents project management at client meetings and briefings</li> <li>• Provides knowledge sharing and mentoring to staff and reviews work for accuracy and quality of approach</li> <li>• Understands client environment and assists project management in addressing client challenges or issues</li> <li>• Prepares documentation, reports, and other deliverables for client approval</li> <li>• Analyzes, researches, and develops client solutions with team and supports team in implementation and client acceptance process of deliverables</li> </ul>
<p><b>Minimum Years of Experience:</b> Three years of experience in Information Technology or related discipline</p>
<p><b>Minimum Educational/Degree Requirements:</b> Master's Degree in a relevant field which may include: Computer Science, MIS, or another related subject area.</p>
<p><b>Applicable Training or Certification Requirements:</b> Relevant Information Technology certifications to be determined on a per job/project/contract basis</p>

Labor Category: Mid-Level Technology Consultant III
<p><b>Functional Responsibilities:</b>  <b>For stated discipline: Information Technology performs the following functions:</b></p> <ul style="list-style-type: none"> <li>• Expertise in analysis and defining client needs and applying methodologies to produce high quality deliverables related to Software Development, Network/Systems Engineering, Technology Architecture, or Technology Support</li> <li>• Assists project management to lead client teams</li> <li>• Supervises junior staff and reviews work for accuracy and quality of approach</li> <li>• Understands client environment and assists project management in addressing client challenges or issues</li> <li>• Prepares documentation, reports, and other deliverables for client approval</li> <li>• Analyzes, researches, and develops client solutions with team and supports team in implementation and client acceptance process of deliverables</li> </ul>
<p><b>Minimum Years of Experience:</b> Up to five years of experience in Information Technology or related discipline</p>
<p><b>Minimum Educational/Degree Requirements:</b> Bachelor's Degree in a relevant field which may include: Computer Science, MIS, or another related subject area.</p>
<p><b>Applicable Training or Certification Requirements:</b> Relevant Information Technology certifications to be determined on a per job/project/contract basis</p>

Labor Category: Mid-Level Technology Consultant II
<p><b>Functional Responsibilities:</b></p> <p><b>For stated discipline: Information Technology performs the following functions:</b></p> <ul style="list-style-type: none"> <li>• Expertise in analysis and defining client needs and applying methodologies to produce high quality deliverables related to Software Development, Network/Systems Engineering, Technology Architecture, or Technology Support</li> <li>• Assists project management to lead client teams</li> <li>• Supervises junior staff and reviews work for accuracy and quality of approach</li> <li>• Understands client environment and assists project management in addressing client challenges or issues</li> <li>• Prepares documentation, reports, and other deliverables for client approval</li> <li>• Analyzes, researches, and develops client solutions with team and supports team in implementation and client acceptance process of deliverables</li> </ul>
<p><b>Minimum Years of Experience:</b> Four years of experience in Information Technology or related discipline</p>
<p><b>Minimum Educational/Degree Requirements:</b> Bachelor's Degree in a relevant field which may include: Computer Science, MIS, or another related subject area.</p>
<p><b>Applicable Training or Certification Requirements:</b> Relevant Information Technology certifications to be determined on a per job/project/contract basis</p>

Labor Category: Mid-Level Technology Consultant
<p><b>Functional Responsibilities:</b></p> <p><b>For stated discipline: Information Technology performs the following functions:</b></p> <ul style="list-style-type: none"> <li>• Strong proficiency in analysis and defining client needs and applying methodologies related to Software Development, Network/Systems Engineering, Technology Architecture, or Technology Support</li> <li>• Assigns specific work tasks to more junior staff and supports project management as needed to lead client teams</li> <li>• Familiarity with client issues</li> <li>• Prepares documentation, reports, and other deliverables for client approval</li> <li>• Analyzes, researches, and develops client solutions with team and supports team in implementation and client acceptance process of deliverables</li> </ul>
<p><b>Minimum Years of Experience:</b> Three years of experience in Information Technology or related discipline</p>
<p><b>Minimum Educational/Degree Requirements:</b> Bachelor's Degree in a relevant field which may include: Computer Science, MIS, or another related subject area.</p>
<p><b>Applicable Training or Certification Requirements:</b> Relevant Information Technology certifications to be determined on a per job/project/contract basis</p>

<b>Labor Category: Technology Consultant II</b>
<p><b>Functional Responsibilities:</b>  <b>F or stated discipline: Information Technology performs the following functions:</b></p> <ul style="list-style-type: none"> <li>• Proficiency in analysis and defining business needs and applying methodologies related to Software Development, Network/Systems Engineering, Technology Architecture, or Technology Support</li> <li>• Assigns specific work tasks to more junior staff and supports project management as needed</li> <li>• Prepares documentation, reports, and other deliverables for client approval</li> <li>• Analyzes, researches, and develops client solutions with team and supports team in implementation and client acceptance process of deliverables</li> </ul>
<p><b>Minimum Years of Experience:</b> Two years of experience in Information Technology or related discipline</p>
<p><b>Minimum Educational/Degree Requirements:</b> Bachelor's Degree in a relevant field which may include: Computer Science, MIS, or another related subject area.</p>
<p><b>Applicable Training or Certification Requirements:</b> Determined on a per job/project/contract basis</p>

<b>Labor Category: Technology Consultant</b>
<p><b>Functional Responsibilities:</b>  <b>For stated discipline: Information Technology performs the following functions:</b></p> <ul style="list-style-type: none"> <li>• Leverages related experience to provide analysis support to the project team while assisting in the development of an approach or identified methodology to support deliverable development related to Software Development, Network/Systems Engineering, Technology Architecture, or Technology Support</li> <li>• Assigns specific work tasks to more junior staff</li> <li>• Prepares documentation, reports, and other deliverables for client approval</li> <li>• Analyzes, researches, and develops client solutions with team and supports team in implementation and client acceptance process of deliverables</li> </ul>
<p><b>Minimum Years of Experience:</b> One year of experience in Information Technology or related</p>
<p><b>Minimum Educational/Degree Requirements:</b> Bachelor's Degree in a relevant field which may include: Computer Science, MIS, or another related subject area.</p>
<p><b>Applicable Training or Certification Requirements:</b> Relevant Information Technology certifications to be determined on a per job/project/contract basis</p>

<b>Labor Category: Technology Analyst</b>
<p><b>Functional Responsibilities:</b>  <b>For stated discipline: Information Technology performs the following functions:</b></p> <ul style="list-style-type: none"> <li>• Analyzes information and other project requirements related to Software Development, Network/Systems Engineering, Technology Architecture, or Technology Support</li> <li>• Develops project documentation, technical or functional documentation, and conducts research under management supervision</li> <li>• Assists in drafting and preparing project deliverables</li> <li>• Supports team in implementation and client acceptance process of deliverables</li> </ul>
<p><b>Minimum Years of Experience:</b> Not required</p>
<p><b>Minimum Educational/Degree Requirements:</b> Bachelor's Degree in a relevant field which may include: Computer Science, MIS, or another related subject area.</p>
<p><b>Applicable Training or Certification Requirements:</b> Relevant Information Technology certifications to be determined on a per job/project/contract basis</p>

It is PotomacWave's policy to recruit, hire, and retain highly qualified and skilled individuals with the necessary experience, educational background, and training to perform and succeed. PotomacWave management reserves the right to substitute experience for education and to determine necessary training or certifications on a per job/project/contract basis as these requirements vary by client and the expertise necessary for a given project or engagement. Typically, PotomacWave performs the following substitutions for Educational Background:

<b>Degree</b>	<b>Degree &amp; Experience Substitution</b>	<b>Related Experience Substitution</b>
Associate's	2 years	2 years
Bachelor's	Associate's + 2 years	4 years
Master's	Bachelor's + 2 years	6 years

## GSA PRICING

<b>SIN</b>	<b>Labor Category</b>	<b>GSA Price</b>
132-51	Technical Expert II	\$216.00
132-51	Technical Expert I	\$166.61
132-51	Senior Technology Manager	\$155.00
132-51	Technology Manager II	\$143.41
132-51	Technology Manager	\$127.52
132-51	Senior Technology Consultant II	\$151.20
132-51	Senior Technology Consultant I	\$135.00
132-51	Technology Advisor	\$127.52
132-51	Mid-level Technology Consultant III	\$124.20
132-51	Mid-level Technology Consultant II	\$115.00
132-51	Mid-level Technology Consultant	\$100.00
132-51	Technology Consultant II	\$90.00
132-51	Technology Consultant	\$80.00
132-51	Technology Analyst	\$60.00