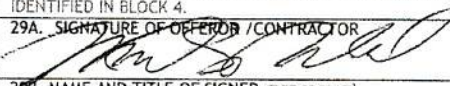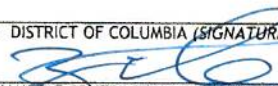| GOVERNMENT OF THE DISTRICT OF COLUMBIA TASK ORDER/DELIVERY ORDER FOR SERVICES *OFFEROR TO COMPLETE BLOCKS 18 & 29*			1.REQUISITION NUMBER		PAGE 1 of 7
2. TASK ORDER AGREEMENT NO. **CW48705**	3. Award/Effective Date See Block 30c.	4. CONTRACT NUMBER CW22766	5. SOLICITATION NUMBER Doc290219		6. SOLICITATION ISSUE DATE

<table>
<tr><td colspan="2">7. FOR SOLICITATION INFORMATION
CONTACT Email:
georgette.johnson@dc.gov</td><td>A. NAME
Georgette Johnson</td><td colspan="2">B. TELEPHONE (No Collect Calls)
202-727-1104</td><td colspan="2">8.OFFER DUE DATE:</td></tr>
</table>

9. ISSUED BY	10. THIS ACQUISITION IS	11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED	12. PAYMENT DISCOUNT TERMS
Office of Contracting and Procurement Information Technology Group 441 4TH Street, N.W., Suite 700 South Washington, D.C. 20001	☐ UNRESTRICTED ☐ SET ASIDE %FOR ☐ SMALL BUSINESS ☐ SMALL DISADV. BUS. ☒ DCSS SIC: SIZE STANDARD:	☒ N/A ☐ 13. RESERVED 14. METHOD OF SOLICITATION ☒ RFTOP ☐ RFQ ☐ IFB ☐ RFP ☐ 2-STEP	Net 30 days

5. CONTRACTOR / OFFEROR	16. PAYMENT WILL BE MADE BY CODE
Networking for Future, Inc. (NFF) 1023 15th Street, NW, Suite 500 Washington, DC 20005 202-783-9011	Office of the Chief Technology Officer/ Accounts Payable 200 I Street, SE, Room 5410-D Washington, DC 20003

15A DUNS NO.	15B TAX ID NO.	
17. DELIVER TO Office of the Chief Technology Officer 200 I Street, SE, 5th Floor Washington, DC 20003 United States		18. ADMINISTERED BY Office of the Chief Technology Officer 200 I Street, SE, 5th Floor Washington, DC 20003 United States

18A. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER ☐	18B. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 16 UNLESS BLOCK BELOW IS CHECKED ☐ SEE ADDENDUM

19 IEM NO.	20 SCHEDULE OF SUPPLIES/SERVICES	21 QUANTITY	22 UNIT	23 UNIT PRICE	24 AMOUNT
0001-0013	Temporary Personnel Resources (See price schedule in Attachment B)	1	Lot		$4,566,004.00

25. ACCOUNTING AND APPROPRIATION DATA PURCHASE ORDER NO.	26. TOTAL AWARD (FOR GOVT. USE ONLY) **Estimated $4,566,004.00**

27. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN ONE COPY TO THE ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL PAGES SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN. THIS ORDER IS ISSUED SUBJECT TO THE TERMS AND CONDITIONS OF THE DC SUPPLY SCHEDULE FEDERAL SUPPLY SCHEDULE CONTRACT IDENTIFIED IN BLOCK 4.	28. THE FOLLOWING DOCUMENTS ARE INCORPORATED BY REFERENCE INTO THIS TASK ORDER IN THE FOLLOWING PRIORITY: (1) CONTRACTOR'S Technical proposal THIS ORDER IS ISSUED SUBJECT TO THE TERMS AND CONDITIONS OF THE DC SUPPLY SCHEDULE FEDERAL SUPPLY SCHEDULE CONTRACT IDENTIFIED IN BLOCK 4.
29A. SIGNATURE OF OFFEROR /CONTRACTOR	30A. DISTRICT OF COLUMBIA *(SIGNATURE OF CONTRACTING OFFICER)*
29B. NAME AND TITLE OF SIGNER (TYPE OR PRINT) 29C. DATE S IGNED MICHAEL MCDONALD, VP STAFFING 12-7-16	30B. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) Chris Yi Contracting Officer 30C DATE SIGNED 12-7-16

Task Order Agreement No. CW48705

1. SERVICES REQUIRED

The Government of the District of Columbia, Office of Contracting and Procurement (OCP) on behalf of the Office of the Chief Technology Officer (OCTO) seeks to leverage the District of Columbia Supply Schedule to acquire Temporary Personnel to perform specialized duties in the areas of Information Technology.

2. DISTRICT OF COLUMBIA SUPPLY SCHEDULE (DCSS) NUMBER

CW22766

3. TASK ORDER NUMBER

CW48705

4. TERM OF CONTRACT

The base period of performance shall be date of Award through September 30, 2017.

5. CONTRACTING OFFICER (CO)

Contracts may be entered into and signed on behalf of the District Government only by Contracting Officers. The name, address and telephone number of the Contracting Officer for this task order is:

> **Chris Yi**
> **Office of Contracting and Procurement**
> **441 4th Street, NW, Suite 700S**
> **Washington, D.C. 20001**
> **Email: Chris.Yi@dc.gov**

6. AUTHOIZED CHANGES BY THE CONTRACTING OFFICER

6.1 The CO is the only person authorized to approve changes in any of the requirements of this contract.

6.2 The Contractor shall not comply with any order, directive or request that changes or modifies the requirements of this contract, unless issued in writing and signed by the CO.

6.3 In the event the Contractor effects any change at the instruction or request of any person other than the CO, the change will be considered to have been made without authority and no adjustment will be made in the contract price to cover any cost increase incurred as a result thereof.

7. CONTRACT ADMINISTRATOR (CA)

7.1   The CA is responsible for the technical administration of the contract and advising the Contracting Officer as to the Contractor's compliance or noncompliance with the contract. In addition, the CA is responsible for the day-to-day monitoring and supervision of the contract, of ensuring that the work conforms to the requirements of this contract and such other responsibilities and authorities as may be specified in writing by the Contracting Officer. The CA for this task order is:

> **Jan Whitener**
> **Office of the Chief Technology Officer**
> **200 I Street, SE, Washington, DC 20003**
> **Phone: 202.724.5117**
> **Email: Jan.Whitener@dc.gov**

7.2   It is understood and agreed that the CA shall not have the authority to make changes in the specifications/scope of work or terms and conditions of the contract.

7.3   Contractor shall be held fully responsible for any changes not authorized in advance, in writing, by the Contracting Officer, may be denied compensation or other relief for any additional work performed that is not so authorized, and may also be required, at no additional cost to the District, to take all corrective action necessitated by reason of the unauthorized changes.

8. HOURLY RATE CEILING

8.1   The ceilings for specified hourly rate items are set forth in the Price Schedule (Attachment B).

8.2   The hourly rates in this contract shall be fully loaded and include wages, overhead, general and administrative expenses, and profit and the total cost to the District shall not exceed the ceilings specified in the Price Schedule (Attachment B).

8.3   The Contractor agrees to use its best efforts to perform the work specified in this contract and to meet all obligations under this contract within the hourly rate ceilings.

8.4   The Contractor must notify the CO, in writing, whenever it has reason to believe that the total cost for the hourly rate items of this contract will be either greater or substantially less than the hourly rate ceilings.

8.5   As part of the notification, the Contractor must provide the CO a revised estimate of the total cost of the hourly rate items of this contract.

8.6   The District is not obligated to reimburse the Contractor for hourly rates incurred in excess of the hourly rate ceilings specified in the Price Schedule (Attachment B) and the Contractor is not obligated to continue providing hourly rate items under this contract (including actions under the Termination clauses of this contract), or otherwise incur costs in excess of the hourly rate ceilings specified in Price Schedule (Attachment B),

until the CO notifies the Contractor, in writing, that the estimated cost has been increased and provides revised hourly rate ceilings for the hourly rate items in this contract.

8.7   No notice, communication, or representation in any form from any person other than the CO shall change the hourly rate ceilings. In the absence of the specified notice, the District is not obligated to reimburse the Contractor for any costs in excess of the hourly rate ceilings, whether such costs were incurred during the course of contract performance or as a result of termination.

8.8   If any hourly rate ceiling specified in the Price Schedule (Attachment B) is increased, any costs the Contractor incurs before the increase that are in excess of the previous hourly rate ceilings shall be allowable to the same extent as if incurred afterward, unless the CO issues a termination or other notice directing that the increase is solely to cover termination or other specified expenses.

8.9   A change order shall not be considered an authorization to exceed the applicable hourly rate ceilings specified in the Price Schedule (Attachment B) unless the change order specifically increases the hourly rate ceilings.

9.   **ORDERING**

9.1   Any supplies and services to be furnished under this Task Order contract must be ordered by issuance of delivery orders by the CO. Such orders may be issued during the term of this contract.

9.2   All delivery orders are subject to the terms and conditions of this contract. In the event of a conflict between a delivery order and this contract, including the applicable provisions of Contractor's DC Supply Schedule, the contract shall control.

9.3   If mailed, a delivery order is considered "issued" when the District deposits the order in the mail. Orders may be issued by facsimile or by electronic commerce methods.

9.4   Services to be furnished under this contract will be ordered by the Contract Administrator specified in Section 7.

10.   **COMPENSATION AND PAYMENT**

10.1   Payment for approved services provided on an hourly labor rate basis will be made based on submitted, approved documentation, including verified timesheets and receipts. Hourly rates shall be computed by multiplying the appropriate hourly rates in Attachment B by the number of direct labor hours performed. Fractional parts of an hour shall be payable on a prorated basis. Fixed hourly rates shall be fully loaded and include wages, overhead, general and administrative expenses and profit.

10.2   The District will make payments to the Contractor, upon the submission of proper invoices, at the prices stipulated in this Task Order contract, for services performed and accepted, less any discounts, allowances or adjustments provided for in this contract.

10.3   The District will pay the Contractor no later than the thirty (30) calendar days after receiving a proper invoice from the Contractor.

10.4   The Contractor shall be responsible for all timesheet and invoice submissions for purchase orders issued under this Task Order contract, using the following procedures:

   a. Resources shall submit their own weekly timesheets electronically into the Procurement Automated Support System (PASS).
   b. Timesheets shall be submitted by each Resource no later than Monday 6:00 PM eastern standard time for the previous week's work. No paper timesheets will be accepted for payment by the District.
   c. A District Program Manager shall approve the submitted timesheets.

10.5   The District will pay the Contractor only if Resources have provided services during the invoice period and the timesheets have been approved by the appropriate District Program Managers for the reporting period.

11.   ESTIMATED QUANTITIES

It is the intent of the District to secure a contract for all of the needs of the designated agencies for items specified herein which may occur during the contract term. The District agrees that it will purchase its requirements of the articles or services included herein from the Contractor. Articles or services specified herein have a history of repetitive use in the District agencies. The estimated quantities stated in the Task Order reflect the best estimates available. They shall not be construed to limit the quantities which may be ordered from the Contractor by the District or to relieve the Contractor of his obligation to fill all such orders. Orders will be placed from time to time if and when needs arise for delivery, all charges prepaid, to the ordering agency. The District does not guarantee to order any specific quantities of any item(s) or work hours of service.

12.   INVOICE SUBMITTAL

12.1   The Contractor shall submit proper invoices upon completion of services. Invoices shall be prepared and submitted to the Office of Finance and Resource Management (OFRM) and the Office of the Chief Technology Officer (OCTO). The address of the OCTO is:

> Office of the Chief Technology Officer/ Accounts Payable
> 200 I St. SE, Room 5410-D
> Washington, DC 20003
> Phone: 1(202) 727-2277
> octo.accountspayable@dc.gov

12.2   To constitute a proper invoice, the Contractor shall submit the following information:

   a. Contractor's FEIN and invoice date (Contractor shall date invoices as of the date of transmittal)
   b. Contract number, purchase order number, and invoice number
   c. Job title, NTE rate, number of hours, and the date(s) the services were performed

d. Name, title, telephone number and complete mailing and email address of the responsible official to who payment is to be sent
e. Name, title, phone number of person preparing the invoice;
f. Name, title, phone number and email address (if different from the person identified in above item) to be notified in the event of defective invoice; and
g. Authorized signature

13. DELIVERABLES

The Contractor shall perform the activities required to successfully complete the District's requirements and submit each deliverable to the Contract Administrator (CA) identified in Section 7 in accordance with the following:

Item No.	Deliverable	Description	Format/Method of Delivery	Due Date
1	Certified Payroll Report:	Verification of payment information to Subcontractor and Resources including certified checks.	Electronic Delivery	Monthly
2	Active Engagements Report	List of all engaged Resources with Prime Contractor or Subcontractor information, as applicable, for publication to the District's public data website. For each Resource, this report shall identify all contractors in the payment chain from the Prime Contractor to the Resource and the hourly rate being paid to the Resource.	Electronic Delivery	Weekly
3	Disengagement Report	Listing of all Resources disengaged in the reporting month with reason for disengagement	Electronic Delivery	Weekly
4	Labor Report	This report shall identify each Resource category via CLIN number, total hours billed per CLIN and total dollars billed per CLIN.	Electronic Delivery	Monthly
5	Approved Timesheet Report	Listing of all timesheets at a Resource level showing hours worked per day that have been approved by the appropriate Program Manager.	Electronic Delivery	Weekly
6	Non-Disclosure Agreement (NDA)	Per Resource	Electronic Delivery	One (1) week prior to beginning work with the District
7	Background Check	Per Resource	Electronic Delivery	One (1) week prior to beginning work with the District

14. ATTACHMENT

Attachment A – Statement of Work
Attachment B - Price Schedule
Attachment C-Labor Category Mapping

Task Order Agreement No. CW48705

ATTACHMENT A
Statement of Work

A.1   Scope

     a) The Government of the District of Columbia, Office of Contracting and Procurement (OCP) on behalf of the Office of the Chief Technology Officer (OCTO) seeks to acquire Temporary Personnel to perform specialized duties in the areas of Information Technology.

A.2   Applicable Documents

N/A

A.3   Definitions

A.3.1 Resource: a qualified individual to fill a Candidate Staffing Request (CSR) selected by a Program Manager for an engagement and engaged with a valid purchase order. The Resource shall work under the supervision of a District Program Manager. Unless otherwise noted in the CSR, all Resources will work at agency facilities within the boundaries of the District of Columbia.

A.4   Background

OCTO has an ongoing need to supplement their IT employees with contract staff, for various reasons such as conducting short-term projects and adding technology skills not represented among OCTO's employees.

A.5   Requirements

A.5.1 The Contractor shall provide the following Temporary Personnel to perform, at minimum, the following duties within various OCTO programs:

A)   ANALYST--LEVEL 2

Education/Experience:
A.A. or A.S. degree in Computer Science, Informion Systems, Business Administration or 3 years of equivalent experience in a related field. Must have a minimum of 2 years of experience in one of the disciplines associated with the Analyst labor category. Understands fundamental concepts, processes, practices, and procedures of the specific professional or technical assignment or in specialty area.

Duties/Responsibilities:
Performs tasks that are routine and learns to apply training to practice. Uses established procedures and works under close supervision in support of assigned project.

B)   APPLICATION DEVELOPER A

Education/Experience:
B.A. or B.S. degree in Computer Science, Information Systems or 9 years of equivalent experience in a related field. Must have 8 years of programming experience in software development or maintenance. At least 5 years of experience in IT system analysis and programming.

Duties/Responsibilities:
Must be capable of using third and fourth generation or current state of the art IT equipment and languages to develop and prepare diagrammatic plans for solution of business, management, communications, tactical, and strategic problems. Must be able to design detailed programs, flowcharts, and diagrams showing the mathematical computations and the sequence of machine operations necessary to copy and process data and print results. Must be able to verify the accuracy and completeness of programs and systems by preparing sample representative data and perform testing by means of cycle and system processing.

C)   APPLICATION DEVELOPER B

Education/Experience:
B.A. or B.S. degree in Computer Science, Information Systems or 9 years of equivalent experience in a related field. Must have 9 years of programming experience in software development or maintenance. At least 6 years of experience in IT system analysis and programming.

Duties/Responsibilities:
Must be capable of using third and fourth generation or current state of the art IT equipment and languages to develop and prepare diagrammatic plans for solution of business, management, communications, tactical, and strategic problems. Must be able to design detailed programs, flowcharts, and diagrams showing the mathematical computations and the sequence of machine operations necessary to copy and process data and print results. Must be able to verify the accuracy and completeness of programs and systems by preparing sample representative data and perform testing by means of cycle and system processing.

D)   COMPUTER SPECIALIST

Education/Experience:
B.A. or B.S. degree in Computer Science, Information Systems or 6 years of equivalent experience in a related field. Must have 5 years of computer experience in at least two of the following disciplines: system analysis, system programming, application programming, and equipment analysis. At least 3 years of experience either as a computer hardware and/or systems software specialist or as a systems analyst with duties relating to the evaluation of third and fourth generation or state of the art computer hardware and software and its ability to support specific requirements for system management or large scale system development and maintenance.

Duties/Responsibilities:

Must be able to determine costs for converting computer systems from one language or machine to another by using compilers, simulators, emulators, and/or language translators and to recommend better utilization of operating systems capabilities for improving system efficiency. Must be able to develop, manage, maintain, and evaluate state of the art computer hardware, software, and software development tools; evaluate their ability to support specific requirements and interface with other equipment and systems; determine potential and actual bottlenecks and propose recommendations for their elimination; and make recommendations for system improvements that will result in optimal hardware and software use.

E) COMPUTER SECURITY SYSTEMS SPECIALIST

Education/Experience:
B.A. or B.S. degree in Computer Science, Information Systems or 6 years of equivalent experience in a related field. This position requires a minimum of 5 years of experience. At least 3 years of specialized experience in defining computer security requirements for high level applications, evaluating approved security product capabilities, and developing solutions to Multi level Security problems.

Duties/Responsibilities:
Analyzes and defines security requirements for Multi-level Security issues. Designs, develops, engineers, and implements solutions to Multi-level Security requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the Multi-level Security arena. Performs risk analyses, which include risk assessment.

F) DATA WAREHOUSE SPECIALIST

Education/Experience:
B.A. or B.S. degree in Computer Science, Information Systems or 12 years of equivalent experience in a related field. Must have 10 years of experience in the development and maintenance of database systems. At least 8 years of experience either as a database administrator or business intelligence specialist. Possesses ability to assume increasing responsibilities in enterprise data warehouse project information system design and management.

Duties/Responsibilities:
Must be able to perform as a Data Warehouse Developer/Administrator on large---scale database management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives. Apply an enterprise-wide set of data warehouse disciplines for the planning, analysis, data refinement, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Develop analytical and computational techniques and methodology for problem solutions.   Perform enterprise-wide strategic systems planning, business information planning, business and analysis. Provide daily supervision and direction to organization.

G) INFORMATION TECHNOLOGY SENIOR CONSULTANT A

Education/Experience:
B.A. or B.S. degree in Computer Science, Information Systems or 8 years of equivalent experience in a related field. Must have 5 years of experience in the IT field. At least 4 years of combined new and related older technical experience in the IT field, including project management and systems architecture.

Duties/Responsibilities:
Develops, plans, organizes, and leads major consulting assignments as well as those requiring a high degree of creativity. Determines objectives and methodology; selects and assigns staff; establishes and monitors schedules and progress, taking corrective action as necessary. Responsible for multiple project output and deliverables. May function as a technical expert on his/her own or other assignments. Responsible for project financial management.

H)   INFORMATION TECHNOLOGY SENIOR CONSULTANT B

Education/Experience:
B.A. or B.S. degree in Computer Science, Information Systems or 8 years of equivalent experience in a related field. Must have 6 years of experience in the IT field. At least 5 years of combined new and related older technical experience in the IT field, including project management and systems architecture.

Duties/Responsibilities:
Develops, plans, organizes, and leads major consulting assignments as well as those requiring a high degree of creativity. Determines objectives and methodology; selects and assigns staff; establishes and monitors schedules and progress, taking corrective action as necessary. Responsible for multiple project output and deliverables. May function as a technical expert on his/her own or other assignments. Responsible for project financial management.

I)   INFORMATION TECHNOLOGY SENIOR CONSULTANT C
Education/Experience:
B.A. or B.S. degree in Computer Science, Information Systems or 8 years of equivalent experience in a related field. Must have 7 years of experience in the IT field. At least 6 years of combined new and related older technical experience in the IT field, including project management and systems architecture.

Duties/Responsibilities:
Develops, plans, organizes, and leads major consulting assignments as well as those requiring a high degree of creativity. Determines objectives and methodology; selects and assigns staff; establishes and monitors schedules and progress, taking corrective action as necessary. Responsible for multiple project output and deliverables. May function as a technical expert on his/her own or other assignments. Responsible for project financial management.

J)   INFORMATION TECHNOLOGY SENIOR CONSULTANT D

Education/Experience:

B.A. or B.S. degree in Computer Science, Information Systems or 8 years of equivalent experience in a related field. Must have 8 years of experience in the IT field. At least 7 years of combined new and related older technical experience in the IT field, including project management and systems architecture.

Duties/Responsibilities:
Develops, plans, organizes, and leads major consulting assignments as well as those requiring a high degree of creativity. Determines objectives and methodology; selects and assigns staff; establishes and monitors schedules and progress, taking corrective action as necessary. Responsible for multiple project output and deliverables. May function as a technical expert on his/her own or other assignments. Responsible for project financial management.

K)   INFORMATION TECHNOLOGY SENIOR CONSULTANT E

Education/Experience:
B.A. or B.S. degree in Computer Science, Information Systems or 8 years of equivalent experience in a related field. Must have 9 years of experience in the IT field. At least 8 years of combined new and related older technical experience in the IT field, including project management and systems architecture.

Duties/Responsibilities:
Develops, plans, organizes, and leads major consulting assignments as well as those requiring a high degree of creativity. Determines objectives and methodology; selects and assigns staff; establishes and monitors schedules and progress, taking corrective action as necessary. Responsible for multiple project output and deliverables. May function as a technical expert on his/her own or other assignments. Responsible for project financial management.

L)   INFORMATION TECHNOLOGY SENIOR CONSULTANT F

Education/Experience:
B.A. or B.S. degree in Computer Science, Information Systems or 8 years of equivalent experience in a related field. Must have 4 years of experience in the IT field. At least 3 years of combined new and related older technical experience in the IT field, including project management and systems architecture.

Duties/Responsibilities:
Develops, plans, organizes, and leads major consulting assignments as well as those requiring a high degree of creativity. Determines objectives and methodology; selects and assigns staff; establishes and monitors schedules and progress, taking corrective action as necessary. Responsible for multiple project output and deliverables. May function as a technical expert on his/her own or other assignments. Responsible for project financial management.

M)   JUNIOR COMPUTER SPECIALIST

Education/Experience:

B.A. or B.S. degree in Computer Science, Information Systems or 3 years of equivalent experience in a related field. Must have 3 years of computer experience in at least two of the following disciplines: system analysis, system programming, application programming, and equipment analysis. At least 1 year of experience in evaluating state-of-the-art computer hardware and software and its ability to support specific requirements.

Duties/Responsibilities:
Participates in the evaluation of state-of-the-art computer hardware and software and assessment of its ability to support specific requirements and to interface with other equipment and systems; determines potential and actual bottlenecks and proposes recommendations for their elimination; and makes recommendations for system improvements that will result in optimization of development and/or maintenance efforts.

N)   PRINCIPAL TECHNICAL SPECIALIST B

Education/Experience:
B.A. or B.S. degree in Computer Science, Information Systems or 4 years of equivalent experience in a related field. Must have 6 years of computer experience in at least two of the following disciplines: system analysis, system programming, application programming, and equipment analysis. At least 5 years of experience either as a computer hardware and/or systems software specialist or as a systems analyst, with experience in system management or large-scale system development and maintenance.

Duties/Responsibilities:
Must be able to provide independent services in specialized technical areas. Additionally must be able to provide expert advice and assistance in state-of-the-art software/ hardware solutions, involving hardware of various capacities, multiple operating environments, database management systems, specialized software, and complex software tools and packages. The Principal Technical Specialist may act as a Technical Supervisor, performing analysis and studies, enhancing or implementing system software solutions and performing tests.

O)   SENIOR SYSTEMS ENGINEER A

Education/Experience:
B.A. or B.S. degree in Computer Science, Information Systems or 10 years of equivalent experience in a related field. Must have 8 years of experience in system engineering. At least 5 years of experience in the supervision of systems engineers, and demonstrated use of interactive, interpretative systems with online, real-time acquisition capabilities.

Duties/Responsibilities:
Analyzes information requirements. Evaluates problems in work flow, organization, and planning. Develops appropriate corrective action. Provides daily supervision and direction to staff.

P) SENIOR SYSTEMS ENGINEER B

Education/Experience:
B.A. or B.S. degree in Computer Science, Information Systems or 10 years of equivalent experience in a related field. Must have 9 years of experience in system engineering. At least 6 years of experience in the supervision of systems engineers, and demonstrated use of interactive, interpretative systems with online, real-time acquisition capabilities.

Duties/Responsibilities:
Analyzes information requirements. Evaluates problems in work flow, organization, and planning. Develops appropriate corrective action. Provides daily supervision and direction to staff.

Q) SYSTEMS ENGINEER A

Education/Experience:
B.A. or B.S. degree in Computer Science or Information Systems or 8 years of equivalent experience in a related field. Must have 6 years of experience in systems engineering. At least 3 years of experience in analytical problem solving related to information technology work flow, organization, and planning.

Duties/Responsibilities:
Must be capable of analyzing information technology requirements. Evaluates IT system problems of workflow, organization, and planning. Develops appropriate corrective action.

R) SYSTEMS ENGINEER B

Education/Experience:
B.A. or B.S. degree in Computer Science or Information Systems or 8 years of equivalent experience in a related field. Must have 7 years of experience in systems engineering. At least 4 years of experience in analytical problem solving related to information technology work flow, organization, and planning.

Duties/Responsibilities:
Must be capable of analyzing information technology requirements. Evaluates IT system problems of workflow, organization, and planning. Develops appropriate corrective action.

S) SYSTEMS ENGINEER C

Education/Experience:
B.A. or B.S. degree in Computer Science or Information Systems or 8 years of equivalent experience in a related field. Must have 8 years of experience in systems engineering. At least 5 years of experience in analytical problem solving related to information technology work flow, organization, and planning.

Duties/Responsibilities:
Must be capable of analyzing information technology requirements. Evaluates IT system problems of workflow, organization, and planning. Develops appropriate corrective action.

T) PROJECT MANAGER

Education/Experience:
Bachelor's Degree in Computer and/or related Sciences. Position requires ten (10) years of experience. An advanced degree may be substituted for four years experience. Three (3) years experience must be in the direction and management of large-scale Government programs with ten (10) or more individuals.

Duties/Responsibilities:
The candidate must be capable of planning, directing, and coordinating the activities of administration and program control. Must supervise technical personnel to complete tasks relating to complex integrated systems design, development or modification as required by specific delivery orders. Must have thorough knowledge and experience in systems requirements definition, work planning, budget development, fiscal control, scheduling, task control, work progress assessments, contract management, subcontract/vendor management, client communications, staff recruiting/development and personnel communications.

U) SUBJECT MATTER EXPERT/CONSULTANT A

Education/Experience:
Master's degree in computer Science, Information Systems, Engineering equivalent experiences in a technical or business discipline. Position requires twelve (12) years of directly applicable professional experience, three of which shall be within the last five (5) years in management of government business and technical operations. Must have demonstrated program, deliverables and staff management experiences.

Duties/Responsibilities:
The Principal Subject Matter Expert/ Consultant is responsible for the design, implementation and analysis of discrete elements of a program. This position will provide leadership and guidance to policy development, authorship of final reports, presentations to high-level managers and other program elements that require expertise.

V) SUBJECT MATTER EXPERT/CONSULTANT B

Education/Experience:
Master's degree in computer Science, Information Systems, Engineering equivalent experiences in a technical or business discipline. Position require twelve (13) years of directly applicable professional experience, three of which shall be within the last five (6) years in management of government business and technical operations. Must have demonstrated program, deliverables and staff management experiences.

Duties/Responsibilities:
The Principal Subject Matter Expert/ Consultant is responsible for the design, implementation and analysis of discrete elements of a program. This position will provide leadership and guidance to policy development, authorship of final reports, presentations to high-level managers and other program elements that require expertise.

W)   SENIOR NETWORK ENGINEER

Education/Experience:
Bachelor's degree in Information Systems, engineering, or other related discipline or equivalent experience in a technical or business discipline. Six years of experience, of which at least four years must be specialized. Performs variety of network engineering tasks, either independently or under supervision, which are broad in nature and are concerned with the design and implementation of integrated networks, including personnel hardware, software and support facilities and/or equipment. Supervises team of Network Engineers through project completion.

Duties/Responsibilities:
Plans and performs network engineering research, design development, and other assignments in conformance with network design, engineering and customer specifications. Supervises team of network engineers through project completion. Responsible for major technical/engineering projects of higher complexity and importance than those normally assigned to lower level engineers.

X)   COMPUTER APPLICATION DEVELOPER A

Education/Experience:
Bachelor's degree in Computer Science or related fields. Position requires a minimum of six (6) years of experience. An advanced degree in Computer Sciences, Systems Analysis, Information Management, Software Engineering or Communications may be substituted for four years of Experience.

Duties/Responsibilities:
The computer programmer performs advanced specialized systems programming duties including design specification development, and computerized information systems implementation. Builds software development tools. Measures software performance through design, implementation, and evaluation of results. Publishes comprehensive analysis of software, such as database management systems, program productivity techniques, operating systems, compilers, and other items. Produces highly technical programs such as cross-compilers and communications software operating systems. Examines overall system design to determine the applicability of a proposed or developed subsystem. Designs complex information systems describing the flow of information among users, interfaces between program interactions, and key data structures. Designs detailed input and output records layouts, documenting the functions of programs. Codes programs in applicable languages using detailed flow diagrams and input/output descriptions as guidelines.

Y) COMPUTER APPLICATION DEVELOPER B

Education/Experience:
Bachelor's degree in Computer Science or related fields. Position requires a minimum of seven (7) years of experience. An advanced degree in Computer Sciences, Systems Analysis, Information Management, Software Engineering or Communications may be substituted for four years of Experience.

Duties/Responsibilities:
The computer programmer performs advanced specialized systems programming duties including design specification development, and computerized information systems implementation. Builds software development tools. Measures software performance through design, implementation, and evaluation of results. Publishes comprehensive analysis of software, such as database management systems, program productivity techniques, operating systems, compilers, and other items. Produces highly technical programs such as cross-compilers and communications software operating systems. Examines overall system design to determine the applicability of a proposed or developed subsystem. Designs complex information systems describing the flow of information among users, interfaces between program interactions, and key data structures. Designs detailed input and output records layouts, documenting the functions of programs. Codes programs in applicable languages using detailed flow diagrams and input/output descriptions as guidelines.

Z) DATABASE APPLICATION DEVELOPER

Education/Experience:
A Bachelor s degree in Computer Science. This position requires knowledge of multidimensional database on large-scale database management systems. This position requires a minimum of four years' experience, of which at least two years must be specialized.

Duties/Responsibilities:
Applies an enterprise wide set of database disciplines for the planning analysis, data refinement, 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 regarding the various database applications.

AA) SENIOR INFORMATION SECURITY CONSULTANT

Education/Experience:
Must have at least a Bachelor's degree in a technical or business related discipline. At least 7 years of Information Security experience.

Duties/Responsibilities:
Provides direction and leadership for personnel performing information security task(s) and projects.

Projects include, mainframes, servers and associated networks, communication services, individual workstations, disaster recovery planning, business recovery planning and other risk management functions related to information technology. Recommends solutions to the most difficult information security problems in existing systems and systems development. Leads and participates in system evaluations, penetrations, forensics, and vulnerability studies and experiments. Applies or assists with application of information security in computer and network systems design and evaluation. Makes recommendations as an authoritative leader in the information security field. Responsible for applying the highest degree of industry knowledge, foresight and vision in computer security/business continuity problem identification and solution development activities. Responsible for the investigation, data collection, identification, analysis and problem-solving for complex business or mission-based security problems and issues, leading to a comprehensive but concise statement of condition and preparation of a business case with recommendations for solving such problems with cost effective solutions. Responsible for the design, development and implementation of information security solutions. Works closely with all levels of user management and/or internal project teams to develop detailed technical requirements and specifications for the development of information security solutions for complex systems. Supports the specification and procurement of information security technology solutions, to include software and hardware systems, peripherals, accessories, software applications, and development tools to safeguard information from loss, misuse or abuse. Establishes and maintains vendor and supplier information for associated disciplines and project areas. Directs the development and maintenance of appropriate documentation for system design, testing and maintenance. Performs other related duties as assigned.

BB)   SENIOR SYSTEMS ANALYST / PROGRAMMER A

Education/Experience:
Must have at least a Bachelor's degree in a technical or business related discipline. Must have at least 9 years of Information Systems experience.

Duties/Responsibilities:
Works independently on highly complex operating systems analysis/programming projects using programming languages. Under limited supervision, design, code and document application program for computers and related equipment used for scientific or commercial projects; install, generate, maintain, test and debug system software programs. Develop instructions for use of operating systems software and modifies/maintains system software packages via releases and utilities from manufacturers. Evaluate existing operating systems software and recommends changes. Optimize systems software performance. Responsible for applications dealing with the overall operating system, such as sophisticated file maintenance routines, networks, CAD or GIS system software, or mathematical/scientific software packages. Engineer highly complex software such as may relate directly to operating systems, their performance, or controlled devices. Prepare and edit FIP documentation incorporating information provided by user, specialist, analyst, programmer, and operations personnel. Interpret technical documentation standards and prepare documentation according to supplied standards. Other duties may include writing, editing and/or graphic presentation of technical information for both technical and non-technical personnel.

CC)   SENIOR SYSTEMS ANALYST / PROGRAMMER B

Education/Experience:
Must have at least a Bachelor's degree in a technical or business related discipline. Must have at least 10 years of Information Systems experience.

Duties/Responsibilities:
Works independently on highly complex operating systems analysis/programming projects using programming languages. Under limited supervision, design, code and document application program for computers and related equipment used for scientific or commercial projects; install, generate, maintain, test and debug system software programs. Develop instructions for use of operating systems software and modifies/maintains system software packages via releases and utilities from manufacturers. Evaluate existing operating systems software and recommends changes. Optimize systems software performance. Responsible for applications dealing with the overall operating system, such as sophisticated file maintenance routines, networks, CAD or GIS system software, or mathematical/scientific software packages. Engineer highly complex software such as may relate directly to operating systems, their performance, or controlled devices. Prepare and edit FIP documentation incorporating information provided by user, specialist, analyst, programmer, and operations personnel. Interpret technical documentation standards and prepare documentation according to supplied standards. Other duties may include writing, editing and/or graphic presentation of technical information for both technical and non-technical personnel.

DD)   PROGRAM MANAGER

Education/Experience:
Must have at least a Bachelor's degree in a technical or business related discipline.

Duties/Responsibilities:
Directs the performance of a variety of related projects, which may be organized by technology, program, or client. Oversees the technology development and/or application, marketing, and resource allocation. Program areas typically represents more than three functional areas that may include engineering, systems analysis, quality control, administration, etc. Responsible for the effective management of funds and personnel, and is accountable for the quality and timely delivery of all contractual items. Operates within client guidance, contractual limitations, and Company business and policy directives. Serves as focal point-of-contact with client regarding program activities. Ensures that all required resources including manpower, production standards, computer time, and facilities are available for program implementation. Manages program consisting of multiple projects including project identification, design, development, and delivery. Maintains the development and execution of business opportunities based on broad, general guidance. Confers with project manager to provide technical advice and to assist with problem resolution. Responsible for marketing new technology and follow-on business acquisitions.

EE)   PRINCIPAL SYSTEMS ARCHITECT

Education/Experience:

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Must have at least a Bachelor's degree in a technical or business related discipline. Must have at least 8 years of experience in designing telecommunications network.

Duties/Responsibilities:
Has broad, high-level knowledge of telecommunications network architectures for enterprise applications. Possesses the capability to direct, design, or develop network architecture plans, implementation or cutover plans, integration plans, or interoperability plans based on different telecommunications and business environments. Has the ability to use experience and technical judgment to reach conclusions in the face of limited and/or uncertain data. Able to develop network architecture Requests for Proposals (RFPs) and to evaluate responses to RFPs. Supervises or manages the network architecture planning and is considered a leading expert in the field. Capable of supervising multiple teams of specialty Engineers working on highly complex network architecture projects. Provides lead analysis for translating customer needs into the design of networks. Provides leadership or direction on innovative research associated with the development of network architectures. Performs management responsibilities for a program or staff for network architecture projects. Provides in-depth analysis on network interoperability, topologies, technologies, interfaces, and protocols. May perform other duties as required.

FF)   SYSTEMS ADMINISTRATOR

Education/Experience:
Must have at least a Bachelor's degree in a technical or business related discipline. Must have at least 4 years of Information Systems experience.

Duties/Responsibilities:
Under general supervision performs daily activities of configuration, operation and maintenance 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.

GG)   SENIOR SYSTEMS ADMINISTRATOR A

Education/Experience:
Must have at least a Bachelor's degree in a technical or business related discipline. Must have at least 7 years of Information Systems experience.

Duties and Responsibilities: 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.

HH)   SENIOR SYSTEMS ADMINISTRATOR B

Education/Experience:

Must have at least a Bachelor's degree in a technical or business related discipline. Must have at least 8 years of Information Systems experience.

Duties/Responsibilities:
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.

II)   TECHNICAL WRITER

Education/Experience:
Must have at least a Bachelor's degree in a technical or business related discipline. Must have at least 3
years of technical support/writing experience.

Duties/Responsibilities:
Assists in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and other reports and deliverables. May have experience in Information Security. Edits functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents or information security related documents.

A.5.2   The Contractor shall submit monthly Certified Payroll Reports

A.5.3   The Contractor shall provide a successfully completed background check for each Resource selected to perform services for the District under this Task Order contract. The successfully completed background check shall be a condition of that Candidate's working as a Resource under this Contract. The Background Check criteria shall include, at a minimum, the following:
   a) Criminal record at local, state, and federal levels
   b) Education record – degrees and certifications
   c) Professional credentials
   d) Personal references
   e) Military record
   f) Credit reports
   g) Social Security traces

A.5.4   The Contractor shall provide annual background checks for each engaged Resource working under this Task Order contract.

A.5.5   Each Resource shall execute a Non-Disclosure Agreement (NDA) with the District before beginning work with the District. The Contractor shall deliver the NDA to the District and shall retain the NDA in its records.

A.5.6 Resources shall be available to work on an as-needed basis. For example, a technician may be required to work on a deployment project that lasts a week and will not be needed again until 2 weeks later on a different deployment project.

A.5.7 Resources shall have their own transportation. The main work site shall be OCTO, 200 I Street SE, Washington, DC, 20003, however, resources may be detailed to other District agency locations within the District of Columbia.

A.5.8 If the District determines that an engaged Resource lacks necessary qualifications or demonstrates an inability to perform the duties requested, the Contractor shall disengage the Resource at the direction of the Program Manager.

A.5.9 Any Resource not present to work for two consecutive days should be replaced by a new Resource at the discretion of the District.

A.5.10 Resources shall submit weekly timesheets into the District's Procurement Automated Support System (PASS) for approval by their supervisory Program Manager. Timesheets shall be submitted no later than 6 PM each Monday for the previous weeks work. Once a week a CSV file containing approved timesheet information will be sent to the Contractor. The CSV file shall contain:
a) Timesheet ID
b) Ending date
c) Status
d) PO number
e) Total hours reported
f) Resource name
g) Agency name,
h) Hourly NTE rate
i) Position title
j) Total funds expended
k) Hours reported by day (Sunday – Saturday).

A.5.11 The Office of the Chief Technology Officer shall provide laptop and PDA as required.

A.5.12 The Contractor shall submit invoices each billing period as defined in Section 10. The District will use PASS or other payment system as required and its automated three- way matching to generate payments to the Contractor. The District shall pay the Contractor using electronic funds transfer.

A.5.13 Resource(s) shall acknowledge that any concept, document, idea, system, solution or any other product developed as part of the deliverables assigned under the engagement shall be the intellectual property of the District. Neither the Resource nor its vendor has rights to access or use District Intellectual Property (IP) beyond the scope for which it was originally intended. The Resource and its vendor are prohibited from sharing any IP.

A.5.14 OCTO Program Managers will make the final selection of the temporary personnel based on resumes and resource interviews.

A.5.15 The District reserves the right to hire any Resource at any time without any additional charge to the District.

A.5.16 If, at any time, the District or the Contractor discovers that a Resource placed under this contract has a criminal record that includes a felony or misdemeanor involving terrorist behavior, violence, use of a lethal weapon, or breach of trust/fiduciary responsibility or which raises concerns about building, system, or personal security or is otherwise job-related within the past five (5) years, the Contractor shall immediately dismiss the Resource. The Contractor shall immediately notify the District, and the District will then remove any access privileges already given to the Resource and will not permit that Resource remote access.

A.5.17 The Contractor shall submit a monthly Labor Report.

A.5.18 The Contractor shall submit, at minimum, two (2) week notice prior to the voluntary disengagement of any Resource.

A.5.19 The Contractor shall submit weekly Engagement and Disengaged reports in Microsoft Excel format.

Task Order Agreement No. CW48705

ATTACHMENT B
Price Schedule

Base Year

CLIN	Labor Category	Estimated Quantity	Estimated Labor Hours	Hourly Labor Rate*	Total
0021	U-SUBJECT MATTER EXPERT/CONSULTANT A	2	3800	$134.41	$510,758.00
0022	V-SUBJECT MATTER EXPERT/CONSULTANT B	2	3800	$137.40	$522,120.00
0023	W-SENIOR NETWORK ENGINEER	1	1900	$117.43	$223,117.00
0024	X-COMPUTER APPLICATION DEVELOPER A	1	1900	$85.51	$162,469.00
0025	Y-COMPUTER APPLICATION DEVELOPER B	1	1900	$89.32	$169,708.00
0026	Z-DATABASE APPLICATION DEVELOPER	1	1900	$115.14	$218,766.00
0027	AA-SENIOR INFORMATION SECURITY CONSULTANT	2	3800	$116.97	$444,486.00
0028	BB-SENIOR SYSTEMS ANALYST / PROGRAMMER A	1	1900	$116.97	$222,243.00
0029	CC-SENIOR SYSTEMS ANALYST / PROGRAMMER B	2	3800	$122.98	$467,324.00
0030	DD-PROGRAM MANAGER	1	1900	$145.96	$277,324.00
0033	GG-SENIOR SYSTEMS ADMINISTRATOR A	2	3800	$117.43	$446,234.00
0034	HH-SENIOR SYSTEMS ADMINISTRATOR B	3	5700	$122.21	$696,597.00
0035	II-TECHNICAL WRITER	2	3800	$53.91	$204,858.00
				TOTAL	$4,566,004.00

* The fixed hourly rates shall be fully loaded and include wages, benefits, overhead, general and administrative expenses and profit.

ATTACHMENT C

DCSS Labor Category Mapping

Labor Category Title	Equivalent DCSS Labor Category Title
SUBJECT MATTER EXPERT/CONSULTANT A	SUBJECT MATTER EXPERT/CONSULTANT
SUBJECT MATTER EXPERT/CONSULTANT B	SUBJECT MATTER EXPERT/CONSULTANT
SENIOR NETWORK ENGINEER	SENIOR NETWORK ENGINEER
COMPUTER APPLICATION DEVELOPER A	COMPUTER APPLICATION DEVELOPER
COMPUTER APPLICATION DEVELOPER B	COMPUTER APPLICATION DEVELOPER
DATABASE APPLICATION DEVELOPER	DATABASE APPLICATION DEVELOPER
SENIOR INFORMATION SECURITY CONSULTANT	SENIOR INFORMATION SECURITY CONSULTANT
SENIOR SYSTEMS ANALYST / PROGRAMMER A	SENIOR SYSTEMS ANALYST / PROGRAMMER
SENIOR SYSTEMS ANALYST / PROGRAMMER B	SENIOR SYSTEMS ANALYST / PROGRAMMER
PROGRAM MANAGER	PROGRAM MANAGER
SENIOR SYSTEMS ADMINISTRATOR A	SENIOR SYSTEMS ADMINISTRATOR
SENIOR SYSTEMS ADMINISTRATOR B	SENIOR SYSTEMS ADMINISTRATOR
TECHNICAL WRITER	TECHNICAL WRITER