

# **FSS Information Technology Schedule Pricelist**

**132-51 IT Professional Services**

**Labor Categories for The Talus Group, Inc.**

**September 4, 2002**

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## 132-51 IT Professional Services Labor Categories for The Talus Group, Inc.

Commercial Job Title: **Applications Programmer (or Programmer Analyst)**

Minimum/General Experience: Three (3) years of experience working with one or more of a wide variety of recognized applications programming languages (such as, C, C++, PL-SQL, Ada, COBOL, Visual Basic, Oracle, SQL, and/or other third/fourth generation languages) and related relational databases (such as, SQL-Server, Oracle, DB2, IMS, and/or other chosen database products) in the design programming and implementation of computer software systems. Has experience with DBMS design and system analysis, current operating systems software including internals, and data manipulation languages, as appropriate.

Functional Responsibility: Studies and analyzes complex business processes and/or technical system requirements. Designs software tools, systems, modules, and subsystems to facilitate software reuse and domain analyses. Performs software development and support related activities using formal specifications, data flow diagrams, other recognized/accepted design techniques, and Computer Aided Software Engineering (CASE) tools, as appropriate. Creates Estimated software development schedules and costs for assigned project tasks. Reviews existing programs and assists in making refinements, reducing development time, reducing execution time, and improving current techniques. Analyzes functional business applications and design specifications for functional activities. Designs, programs, tests, debugs, and refines computer software applications to achieve project success. Creates user and technical documentation at both the program-level and end user-level.

Minimum Education: College degree in Computer Science, Information Systems, Software Engineering, Electrical Engineering, or other similar related scientific or technical discipline. Applicable equivalent years of experience may substitute for college degree.

Commercial Job Title: **Consultant**

Minimum/General Experience: Ten (10) years of experience in management, resource allocation, and information technology is required. Fifteen years of functional experience, which includes experience in the application of analysis and research methodologies, information systems technology and tool sets. Specialized in management, business development, resource allocation and information technology. Must possess the ability to apply highly developed leadership and managerial skills, as well as, senior executive managerial and communications skills to promote the development, presentation, and promotion of IT solutions to customers and staff. Must have the specialized experience in the business, technology, industry and application of the client.

Functional Responsibility: Provides senior level consulting and advice to agency heads, directors, and senior management concerning management information systems, analysis, and IT solutions, strategic analysis, organizational engineering, resource management, cost-benefit analysis, economic analysis. Promotes the process improvements efforts of project staff. Capable of managing a team of consultants, analysts, and developers. Makes presentations, lectures, speeches, and communications of all kinds and types to support the project/client efforts. Promotes customer's needs and issues.

Minimum Education: Possesses a Bachelor's degree specialized in Business, MIS, Computer Science .or other relevant education. Advanced degree in similar areas a plus. Applicable equivalent years of experience may substitute for college degree or certification.

Commercial Job Title: **Database Administrator**

Minimum/General Experience: Seven (7) years of database management experience, including detailed knowledge of database concepts, practices, methodologies, tools, practices, and procedures as related to the management and support of large database software applications. Extensive application specific experience may be substituted for up to four years of experience.

Functional Responsibility: Carries the primary responsibility for the planning and procedures to support major database technology applications. Typically, implements database management for program and project objectives. Analyses application systems data requirements for the proper design and development of software database solutions. Defines and creates database fields and insures proper use of data items. Provides detailed technical knowledge of concepts, practices, and procedures to support applications development staff including data security, training, and information management. Complements and supplements the technical database knowledge of program and project staff in the area of logical database design, as needed.

Minimum Education: College degree in Computer Engineering or Computer Science or related field. Commensurate experience and demonstrated ability required. Applicable equivalent years of experience may substitute for college degree or certification.

Commercial Job Title: **Digital Imaging Systems Engineer**

Minimum/General Experience: Three (3) years of experience in research, design, and installation of complex image processing systems, as required. Experience must include image capture, optical storage media, data compression techniques, database design, image analysis, network imaging, image recognition, biometrics, and color calibration/management. May specialize in such specific areas such as medical diagnostic imaging, forensics, biometric recognition technology, industrial imaging applications, or remote sensing. Experience should include involvement with research or design staff.

Functional Responsibility: Conduct basic and applied research or design of complex imaging applications. Integrate digital imaging technology into other applications. Expert level may lead research or project team.

Minimum Education: MS in Engineering, Computer Science, or related similar field with specialization in digital imaging technologies. A Ph.D. is preferred for Expert Digital Imaging Systems Engineer. Applicable equivalent years of experience may substitute for college degree or certification.

Commercial Job Title: **Graphics Specialist**

Minimum/General Experience: One (1) year of previous on-the-job IT project experience to design, create, enter, reformat, store, retrieve and edit documents using specific software for one or more of the following: spreadsheets, database management, graphics, desktop publishing, or communications. Must be very proficient in several IBM and Macintosh personal computer applications: Microsoft Word, Excel, PowerPoint, Access, Harvard Presentation Graphics, Ventura Publishing, Adobe, PageMaker, etc. Must have good oral and written communication skills.

Functional Responsibility: Produces support for a wide variety of printed or stored document formats, as necessary. Provides data and information systems support to program and business management efforts. Performs data entry, graphics preparation, database applications and administration, spreadsheet preparation, word processing, and other similar functions. May supervise other graphics or technical specialists supporting a project or other business activity. May manage graphics, management information system, and office systems management support, such as configuration management, database management, property management, etc.

Minimum Education: High school and special training, or, certificate of completion or diploma from an accredited trade school or college in Information/Office Systems, Graphic Arts, or related field. Applicable equivalent years of experience may substitute for college degree or certification.

Commercial Job Title: **Hardware/Software Technician**

Minimum/General Experience: One (1) year of experience with microcomputers, network and standalone application software. Experience installing PC hardware components and software in a network environment. Experience trouble shooting and resolving problems with networked PCs, printers, and other network services hardware and software using diagnostic tools to identify and resolve problems with workstations, networks, printers, and other network services equipment.

Functional Responsibility: Performs scheduled and ad-hoc operational support and maintenance activities for microcomputers and pc-networks. Operates, monitors, and administers network components, associated peripheral equipment and network environment. Performs file conversions, and if requested, server and workstation backups. At times and as required, sets up automated processes for other staff to perform server and workstation backups. Responds to and performs service calls that encompass the replacement, installation, updating, or relocation of network equipment. Reports the resolution of all trouble tickets as the problem is resolved or escalated. Often works directly with users to resolve problems or provide individual training.

Minimum Education: High school diploma with a certificate from a technical training program, or an Associate degree in a technical field. Two years of hands-on experience will be considered the equivalent of the training certificate. Applicable equivalent years of experience may substitute for college degree or certification.

Commercial Job Title: **Help Desk Technician**

Minimum/General Experience: One (1) year of applicable previous experience. Provides telephone (level 1) and in-person (level 2) technical and non-technical support to users in the areas of network access, electronic mail, Windows or DOS operating systems, client/server and network applications, etc. Experience installing and supporting a broad range of PC and network based standard and non-standard applications including word processing, databases, spreadsheets, etc. Experience working with complex specialized help desk software to track and facilitate problem recording in addition to, tracking and software tools that facilitate diagnosing and resolving end user problems.

Functional Responsibility: As designated by client approved processes, performs numerous activities necessary to support users of complex networks. The assigned support may be provided over the telephone (level 1) or in-person (level 2). It encompasses facilitating the use of network application software such as Email, word processing, spreadsheets; user account maintenance and access privileges; and, trouble shooting workstation, printing, communications, security, and other network services problems.

Minimum Education: High school diploma with a certificate from a technical training program or an Associate degree in a technical field. Two years of experience will be considered the equivalent of the training certificate. A BS will be considered equivalent to three years experience. Applicable equivalent years of experience may substitute for college degree or certification.

Commercial Job Title: **Information Management Specialist**

Minimum/General Experience: Three (3) years of experience. Analyzes business management problems utilizing business and project control systems to include implementation of automated management information systems. Efforts are focused on performing and/or re-engineering program management, acquisition planning and management, contract cost and performance tracking, and reporting. Experienced in automated acquisition, logistical and maintenance systems and contract management processes. Experienced in planning, monitoring, and tracking program management and procurement

activities, prime contractor and subcontractor activities, and deliverables through the interpretation and implementation of program and acquisition policies and procedures, best commercial and government practices, and the Uniform Commercial Code. Significant experience in production/manufacturing facilities and involvement in the development and production of complex software/hardware systems is essential.

Functional Responsibility: Fulfills work assignments individually or with minimal supervision. Supervises and directs the performance of other analysts of all skill levels, as well as assigned System, Production and Program Staff, in the performance of any requirement. Maintains quality control checks and controlled databases to ensure quality performance. May monitor and track program progress utilizing a Performance Measurement System for Cost/Schedule Control Systems Criteria project control, reporting systems, and related reports and systems.

Minimum Education: College degree in Business Administration, Accounting or Finance, Procurement and Contracting, or a related field, or equivalent professional training. Applicable equivalent years of experience may substitute for college degree or certification.

Commercial Job Title: **Network Engineer**

Minimum/General Experience: Three (3) years of Extensive experience in the analysis, design, configuration, testing, implementation, maintenance, and enhancement of LAN/WAN networks. Provides technical support in evaluating and resolving network and network related (i.e. server, host access, etc.) problems. Must be highly experienced in the analysis, design, installation, and support of complex computer networks that typically link numerous computing platforms, operating systems, protocols, and topologies. Evaluates network performance using a wide variety of diagnostic tools, and conducts technical assessments of new network technologies.

Functional Responsibility: Performs activities associated with the design and implementation of LANs and WANs. Analyzes, designs, implements, documents, supports, and enhances state of the art LAN/WANs. Provides technical support, with the preparation of long range plans and pricing information, related to LAN/WANs and office automation. Depending upon the experience, may direct the efforts of other engineers or technicians in the planning, designing, implementing, and supporting of LANs and WANs. Evaluates new technology and makes recommendations for implementation. Assesses the requirements for training, personnel, logistics, and facilities, and implements solutions to meet the requirements.

Minimum Education: College degree in Computer Science, or related field. Three years of experience will be considered the equivalent of a college degree. A MS in a related field will be considered equivalent to one year of experience. Applicable equivalent years of experience may substitute for college degree or certification.

Commercial Job Title: **Program Manager**

Minimum/General Experience: Ten years of management experience throughout all phases of program life cycle development, including the coordination of program work activities, allocation of program resources, management of staff performance, and the development of IT solutions. Specialized experience in the areas of greatest IT interest of the client a major plus.

Functional Responsibility: Carries the primary responsibility for the management of the program in accordance with the client needs, requirements and guidelines. Specific areas of responsibility include oversight of program level costs, schedules, staff performance, deliverables, product and service quality to the client. Detects and creatively solves business problems and issues. Utilizes Strategic planning and thinking to ensure successful completion of the program, in accordance with program plans. Directs, organizes, monitors, tracks, report on overall status of the work effort. Major responsibility for meeting program goals, costs, timelines, and performance. Ensures program adjustments, changes, and priorities to reach these goals.

Minimum Education: College degree in Engineering or Computer Science or related field. Commensurate experience and demonstrated ability required. Applicable equivalent years of experience may substitute for college degree or certification.

Commercial Job Title: **Software Engineer**

Minimum/General Experience: Five (5) years of demonstrated experience in managing the implementation of information engineering projects and experience in systems analysis, design and programming using CASE and IE tools and methods, E.G., Oracle CASE, IEF CASE, I-CASE, etc. Experience in client/server environment. Excellent written and oral communications skills, including giving formal presentations to different audiences. Fulfill work assignments individually or with minimal supervision. Supervise and direct the performance of other analysts of all skill levels.

Functional Responsibility: Applies an enterprise-wide set of rules or guidelines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Ensures systems are compatible and in compliance with the standards for open systems architectures, the Open Systems Interconnection (OSI) reference models, and profiles of standards such as the institute of Electrical and Electronic Engineers (IEEE), Open Systems Environment (OSE) reference model as they apply to the implementation and specification of Information Management (IM) solution of the application platform, across the application interface (API), and the external environment/software application. Develops analytical and computation techniques and methodology for problem solutions. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools, such as Integrated Computer-Aided Software Engineering (I-CASE) tools. Applies reverse engineering and re-engineering disciplines to develop migration strategic and planning documents. Uses IDEF 0 processing modeling and IDEF 1X data modeling. Provides technical guidance in software engineering techniques and automated support tools.

Minimum Education: College degree in Computer Science, Information Systems, Electrical Engineering, or MBA, or other related scientific or technical discipline. Applicable equivalent years of experience may substitute for college degree or certification.

Commercial Job Title: **Subject Matter Specialist**

Minimum/General Experience: Five (5) years of specialized experience supporting large information technology projects related to the individual's subject matter expertise. Must be an expert in either functional area (e.g., finance, personnel, acquisition, etc.) or technical disciplines (e.g., network engineering, systems design, software development, etc.). Must have extensive specific experience with recognized accomplishments and/or consulting at high levels within the field or technology.

Functional Responsibility: Provides expert consultative support to a functional technical area of a project. Develops solutions to complex problems. Produces and/or reviews complex technical documentation reflecting detailed knowledge of technical areas as identified in statements of work. Documentation subjects include systems design, system architecture, feasibility studies, and system specifications.

Minimum Education: Master's degree related to the field of expertise or equivalent professional experience. Applicable equivalent years of experience may substitute for college degree or certification.

Commercial Job Title: **Systems Analyst**

Minimum/General Experience: Three (3) years of experience in the analysis and design of business or management applications on complex systems for large-scale computers and/or client server environments, database management, use of programming languages such as C, C++, PL-SQL, Ada, COBOL, Visual Basic, Oracle, SQL, and/or other third/fourth generation languages and/or DBMS. Must be knowledgeable of current information storage and efficient retrieval methods, and have a demonstrated ability to formulate written specifications for computer programmers to use in designing, coding, testing, debugging, implementing, and enhancing of computer software programs.

Functional Responsibility: Studies, analyzes, designs and develops computer software requirements and specifications using a wide range of capabilities, including numerous engineering, business, and records management functions. Develops plans for automated information systems from project inception to conclusion. Analyzes user interfaces, maintains hardware and software performance tuning, analyzes workload and computer usage, maintains interfaces with outside systems, analyzes downtimes, analyzes proposed system modifications, upgrades and new processes. Analyzes the problem and the information to be processed. Defines the problem, and develops system requirements and program specifications from which programmers prepare detailed flow charts, programs, and tests. Formulates and defines system scope and objectives based on user needs and requirements. Coordinates closely with programmers to ensure proper implementation of programs and system specifications. Develops, in conjunction with functional users, system alternative solutions. Coordinates with systems information centers, data security group, and telecommunications staff as needed.

Minimum Education: College degree in Computer Science, Information Systems, Electrical Engineering, or other related scientific or technical discipline. Applicable equivalent years of experience may substitute for college degree or certification.

Commercial Job Title: **Systems Programmer**

Minimum/General Experience: Three (3) years of applicable similar experience. Perform analysis and programming support for computer operating systems and utility software including database software, security software, communications software, etc. As appropriate, applies patches to existing operating systems versions, releases and utility software, and tracks the status of systems software releases. Performs trouble shooting and problem resolution related to the operating system and utility software on computers.

Functional Responsibility: Performs updates of operating system and utility software. Installs new operating systems and/or utility software on computers. Applies patches to operating systems and utility software in order to maintain them as technically current products. Performs trouble shooting and problem resolution on operating systems and utility software.

Minimum Education: College degree in Computer Science or related field. Three years of experience will be considered the equivalent of a college degree. A MS in a related field will be considered equivalent to one year of experience. Applicable equivalent years of experience may substitute for college degree or certification.

Commercial Job Title: **Technical Writer**

Minimum/General Experience: Three (3) years of experience in designing, writing, compiling, editing and finalizing a variety of documents including technical manuals, instructional materials, user guides, project proposals, etc. Writing skills are of paramount importance to this position. Experience in the systems field is essential. Experience in preparing materials to be used in training and a demonstrated ability to communicate technical subjects to non-technical staff are a prerequisite. Automated program management support and hands-on familiarity with the systems environments, including office automation networks, PC-based databases and other applications, server-based databases and other applications, especially 4GL and RDBMS, is necessary and required. Should be an expert user of the word processing, spreadsheet, imaging, and telecommunications systems. Requires excellent written and oral communications skills.

Functional Responsibility: Develops detailed user guides, reference manuals, program maintenance manuals, document coding manuals, and other forms of documentation for specific databases and application systems. Reviews and tests databases and application systems for ease of use, consistency, accuracy, and responsiveness. Coordinates and organizes written draft material gathered from other members of the technical staff and makes the necessary changes in format, as appropriate. Maintains the information collection process for the collection of individual contributor input to assemble monthly,

weekly, quarterly, or whatever other regular and ad-hoc reports that may be required on a project or program. Creates and edits technical material and documentation for grammar, organization, and clarity. Writes, edits and/or prepares graphics presentation materials of technical information for both technical and non-technical personnel. Interprets technical documentation standards and prepares documentation accordingly. Produces requested studies such as requirements analyses, risk analyses, technology assessments, strategic and tactical planning, market surveys, budget reviews, etc. Prepares materials for use in training sessions and seminars. Provides oral and written status reports.

Minimum Education: College degree required, or equivalent professional training or experience. Applicable equivalent years of experience may substitute for college degree or certification.

Commercial Job Title: **User Support Assistant**

Minimum/General Experience: Three (3) years of general user level experience with database management systems, including working directly with users to assist them in accessing and using databases. Previous experience on other contracts and other end users in the use of databases, with automated program management support databases preferred. Experience using 4GL or RDBMS databases, in addition to experience working in a UNIX environment or Windows-NT environment, is required. Requires hands-on familiarity with the systems environments, including office automation networks, PC-based databases and other applications, and server-based databases and other applications, especially 4GL, SAS, and RDBMS. Should be an expert user of word processing, spreadsheet, imaging, and telecommunications systems. Requires excellent written and oral communications skills.

Functional Responsibility: Serves as team focus for a group of User/Search Assistants on a User Assistance Team. Provides complex database search and retrieval support, including setting up macro libraries and EXECs to facilitate running reports, document database searching, troubleshooting, identification of duplicate documents, on-line editing, maintenance of search histories and "finding aids," such as frequency lists, logging and tracking of printouts, and search requests. Serves as on-site programmer for discovery and pre-trial/trial support teams. Provides assistance in using hardware and software. Serves as a member of a User Assistance Team. Receives and translates requests into effective search strategies. Designs appropriate output formats, assists users in constructing and refining queries and reports, and helps resolve problems related to accessing databases. Provides basic and advanced training in database access and usage, and prepares training materials. Make presentations to program management staff or client agencies.

Minimum Education: College degree required in Computer Science or related field, or equivalent professional training or experience. Applicable equivalent years of experience may substitute for college degree or certification.

Commercial Job Title: **Web Development Manager**

Minimum/General Experience: Four (4) years of web development experience, including the coordination of web related project work activities, allocation of project resources, management of staff performance, and the development of web based IT solutions. Specialized experience in areas of the client interest may substitute for years of experience.

Functional Responsibility: Carries the primary or overall responsibility for the management of assigned project tasks or subtasks associated with the development of web and internet based applications as assigned. Specific areas of responsibility include the preparation and management of web content including text, graphics, audio, and video presentation on the web. May work directly with client staff to define, determine, analyze document, and produce the requirements and end product web site and/or application. Reviews task and subtask progress, manages task resources, client expectations, and ensures a successful completion of the work effort in accordance with project requirements. Provides high level understanding of current, emerging and future web technology trends.

Minimum Education: College degree in Engineering or Computer Science or related field. High school diploma and specialized training or certification with demonstrated ability of web related work may be an acceptable substitute. Applicable equivalent years of experience may substitute for college degree or certification.