



Sciex Support Services Incorporated
22094 Water Run Court
Ashburn, VA 20148
Phone: (571) 223-2031, Fax: (571) 223-1886



GENERAL SERVICES ADMINISTRATION FEDERAL ACQUISITION SERVICE AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage!, a menu-driven database system. The INTERNET address for GSA Advantage! is <http://www.gsaadvantage.gov>

Federal Supply Schedule 70 General Purpose Commercial Information Technology Equipment, Software and Services

Special Item No. 132-51 Information Technology Professional Services

CONTRACT NUMBER: 47QTCA19D0098

CONTRACT PERIOD: 04/01/2019 through 03/31/2024

For more information on ordering from this Federal Supply Schedule contract, please visit: www.gsa.gov/schedules

CONTRACTOR: Sciex Support Services Incorporated (S2i)

22094 Water Run Court
Ashburn, VA 20148
Tel: (571) 223-2031
Web: [http:// www.sciexs2i.com](http://www.sciexs2i.com)
E-mail: FSS70@sciexS2i.com

CONTRACTOR'S POINT OF CONTACT FOR CONTRACT ADMINISTRATION:

Steve Miller
Contracts Administrator
22094 Water Run Court
Ashburn, VA 20148
Tel: (703) 505-0024
E-mail: steve.miller@sciexs2i.com

BUSINESS SIZE: Small Business – Service Disabled Veteran Owned Small Business (SDVOSB)



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CONTRACTOR INFORMATION

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)

132-51 Information Technology Professional Services

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH AWARDED SIN:

See Appendix A

1c. HOURLY RATES (Services only): *See Appendix A*

2. MAXIMUM ORDER THRESHOLD:

132-51 \$500,000

NOTE TO ORDERING ACTIVITIES: If the best value selection places your order over the applicable Maximum Order Threshold, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the Contractor for a better price. The Contractor may (1) offer a new price for this requirement, (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

3. MINIMUM ORDER THRESHOLD: *\$100.00*

4. GEOGRAPHIC COVERAGE: *50 States*

5. POINT(S) OF PRODUCTION: *N/A*

6. DISCOUNT FROM BEST MARKET RATE: *GSA Net Prices can be found in Pricing Matrixes (below). Negotiated discounts have been applied and the Industrial Funding Fee has been added.*

7. QUANTITY DISCOUNT(S): *None*

8. PROMPT PAYMENT TERMS: *1 % Net 10 days*

9.a Government Purchase Cards will be accepted at or below the micro-purchase threshold.

9.b Government Purchase Cards will not be accepted above the micro-purchase threshold.

10. FOREIGN ITEMS: *None*



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- 11a. TIME OF DELIVERY:** *To be determined between Contractor and Ordering Activity*
- 11b. EXPEDITED DELIVERY:** *To be determined between Contractor and Ordering Activity*
- 11c. OVERNIGHT AND 2-DAY DELIVERY:** *To be determined between Contractor and Ordering Activity.*
- 11d. URGENT REQUIRMENTS:** Agencies can contact the Contractor's representative to affect a faster delivery. Customers are encouraged to contact the Contractor for the purpose of requesting accelerated delivery.
- 12. FOB POINT:** *Destination*
- 13a. ORDERING ADDRESS:** *Sciex Support Services Incorporated (S2i)
22094 Water Run Court
Ashburn, VA 20148*
- 13b. ORDERING PROCEDURES:** *Ordering Activities shall use the ordering procedures described in Federal Acquisition Regulation 8.405-3 when placing an order or establishing a BPA for supplies or services. The ordering procedures, information on Blanket Purchase Agreements (BPA's) and a sample BPA can be found at the GSA/FSS Schedule Homepage (www.fss.gsa.gov/schedules).*
- 14. PAYMENT ADDRESS:** *Sciex Support Services Incorporated (S2i)
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Ashburn, VA 20148*
- 15. WARRANTY PROVISION:** *None*
- 16. EXPORT PACKING CHARGES:** *None*
- 17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE:** *None*
- 18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE):** *Not Applicable*
- 19. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE):** *Not Applicable*
- 20. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE):** *Not Applicable*
- 20a. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE):** *See Appendix B*



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21. **LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE):** *Not Applicable*
 22. **LIST OF PARTICIPATING DEALERS (IF APPLICABLE):** *Not Applicable*
 23. **PREVENTIVE MAINTENANCE (IF APPLICABLE):** *Not Applicable*
 - 24a. **SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants):** *Not Applicable*
 - 24b. **SECTION 508 COMPLIANCE FOR ELECTRONIC AND INFORMATION TECHNOLOGY (EIT):**
Compliant. The EIT standards can be found at: www.Section508.gov/.
 25. **DUNS NUMBER:** *078814085*
 26. **NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE:** *Contractor has an active registration in the System for Award Management (SAM) database.*



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Appendix A

GSA Pricing with IFF

	Labor Category	Year 1	Year 2	Year 3	Year 4	Year 5
132 51 – Information Technology Professional Services						
1	Engineer-1	\$ 74.97	\$77.22	\$79.54	\$81.92	\$84.38
2	Engineer-2	\$ 92.79	\$95.57	\$98.44	\$101.39	\$104.43
3	Engineer-Intermediate Engineer 1	\$ 96.00	\$98.88	\$101.84	\$104.90	\$108.05
4	Engineer-Intermediate Engineer 2	\$ 104.16	\$107.29	\$110.51	\$113.82	\$117.24
5	Engineer-Senior 1	\$ 113.25	\$116.64	\$120.14	\$123.75	\$127.46
6	Engineer-Senior 2	\$ 122.86	\$126.54	\$130.34	\$134.25	\$138.28
7	Engineer-Senior 3	\$ 130.72	\$134.64	\$138.68	\$142.84	\$147.13
8	Engineer-Principal 1	\$ 138.56	\$142.72	\$147.00	\$151.41	\$155.95
9	Engineer-Principal 2	\$ 146.40	\$150.80	\$155.32	\$159.98	\$164.78
10	IT/Cyber Administration - 3	\$ 38.27	\$39.42	\$40.60	\$41.82	\$43.08
11	IT/Cyber Administration - 4	\$ 52.98	\$54.57	\$56.21	\$57.89	\$59.63
12	IT/Cyber Administration - 5	\$ 56.98	\$58.69	\$60.45	\$62.26	\$64.13
13	IT/Cyber Administration - 6	\$ 70.51	\$72.63	\$74.81	\$77.05	\$79.36
14	IT/Cyber Intermediate Administrator - 1	\$72.95	\$75.13	\$77.39	\$79.71	\$82.10
15	IT/Cyber Intermediate Administrator - 2	\$79.15	\$81.52	\$83.97	\$86.49	\$89.08
16	IT/Cyber Senior Administrator - 1	\$86.05	\$88.64	\$91.29	\$94.03	\$96.85
17	IT/Cyber Senior Administrator - 2	\$93.34	\$96.14	\$99.02	\$101.99	\$105.05
18	IT/Cyber Senior Administrator - 3	\$99.34	\$102.32	\$105.39	\$108.55	\$111.81
19	IT/Cyber Principal Administrator - 1	\$105.31	\$108.47	\$111.72	\$115.07	\$118.53
20	IT/Cyber Principal Administrator - 2	\$111.26	\$114.59	\$118.03	\$121.57	\$125.22
21	IT/Cyber Analyst - 3	\$42.32	\$43.59	\$44.89	\$46.24	\$47.63
22	IT/Cyber Analyst - 4	\$58.58	\$60.34	\$62.15	\$64.01	\$65.93
23	IT/Cyber Analyst - 5	\$62.97	\$64.86	\$66.81	\$68.81	\$70.88
24	IT/Cyber Analyst - 6	\$77.95	\$80.28	\$82.69	\$85.17	\$87.73
25	IT/Cyber Intermediate Analyst - 1	\$80.64	\$83.06	\$85.55	\$88.11	\$90.76
26	IT/Cyber Intermediate Analyst - 2	\$87.49	\$90.12	\$92.82	\$95.61	\$98.47
27	IT/Cyber Senior Analyst - 1	\$95.13	\$97.98	\$100.92	\$103.95	\$107.07



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28	IT/Cyber Senior Analyst - 2	\$103.18	\$106.27	\$109.46	\$112.74	\$116.13
29	IT/Cyber Senior Analyst - 3	\$109.81	\$113.10	\$116.49	\$119.99	\$123.59
30	IT Cyber Principal Analyst - 1	\$ 116.39	\$119.88	\$123.48	\$127.18	\$131.00
31	IT Cyber Principal Analyst - 2	\$ 122.98	\$126.67	\$130.47	\$134.39	\$138.42
32	IT/Cyber Database Administrator - 3	\$ 39.62	\$40.81	\$42.03	\$43.29	\$44.59
33	IT/Cyber Database Administrator - 4	\$ 54.85	\$56.49	\$58.19	\$59.93	\$61.73
34	IT/Cyber Database Administrator - 5	\$ 58.97	\$60.74	\$62.56	\$64.43	\$66.37
35	IT/Cyber Database Administrator - 6	\$ 72.98	\$75.17	\$77.43	\$79.75	\$82.14
36	IT/Cyber Intermediate Database Administrator - 1	\$ 75.50	\$77.77	\$80.10	\$82.50	\$84.98
37	IT/Cyber Intermediate Database Administrator - 2	\$ 81.93	\$84.39	\$86.92	\$89.53	\$92.22
38	IT/Cyber Senior Database Administrator - 1	\$ 89.08	\$91.75	\$94.50	\$97.33	\$100.25
39	IT/Cyber Senior Database Administrator - 2	\$ 96.62	\$99.52	\$102.51	\$105.58	\$108.75
40	IT/Cyber Senior Database Administrator - 3	\$ 102.82	\$105.90	\$109.08	\$112.35	\$115.72
41	IT/Cyber Principal Database Administrator - 1	\$ 108.98	\$112.25	\$115.62	\$119.09	\$122.66
42	IT Cyber Principal Database Administrator - 2	\$ 115.16	\$118.61	\$122.17	\$125.84	\$129.61
43	IT Cyber Program/Project Manager -1	\$ 76.99	\$79.30	\$81.68	\$84.13	\$86.65
44	IT Cyber Program/Project Manager - 2	\$ 95.26	\$98.12	\$101.06	\$104.09	\$107.22
45	IT/Cyber Intermediate Program/Project Manager - 1	\$ 98.56	\$101.15	\$104.56	\$107.69	\$110.93
46	IT/Cyber Intermediate Program/Project Manager - 2	\$ 106.94	\$110.15	\$113.45	\$116.85	\$120.36
47	IT/Cyber Senior Program/Project Manager - 1	\$ 116.27	\$119.75	\$123.35	\$127.05	\$130.86
48	IT/Cyber Senior Program/Project Manager - 2	\$ 126.12	\$129.90	\$133.80	\$137.81	\$141.94
49	IT/Cyber Senior Program/Project Manager - 3	\$ 134.21	\$138.24	\$142.39	\$146.66	\$151.06
50	IT/Cyber Principal Program/Project Manager - 1	\$ 142.26	\$146.53	\$150.93	\$155.46	\$160.12
51	IT/Cyber Principal Program/Project Manager - 2	\$ 150.31	\$154.82	\$159.47	\$164.25	\$169.18
52	IT/Cyber Security and Assurance Specialist - 3	\$ 42.32	\$43.59	\$44.89	\$46.24	\$47.63
53	IT/Cyber Security and Assurance Specialist - 4	\$ 58.58	\$60.34	\$62.15	\$64.01	\$65.93
54	IT/Cyber Security and Assurance Specialist - 5	\$ 62.97	\$64.86	\$66.81	\$68.81	\$70.88
55	IT/Cyber Security and Assurance Specialist - 6	\$ 77.95	\$80.28	\$82.69	\$85.17	\$87.73
56	IT/Cyber Intermediate Security and Assurance Specialist - 1	\$ 80.64	\$83.06	\$85.55	\$88.11	\$90.76
57	IT/Cyber Intermediate Security and Assurance Specialist - 2	\$ 87.49	\$90.12	\$92.82	\$95.61	\$98.47
58	IT/Cyber Senior Security and Assurance Specialist - 1	\$ 95.13	\$97.98	\$100.92	\$103.95	\$107.07
59	IT/Cyber Senior Security and Assurance Specialist - 2	\$ 103.18	\$106.27	\$109.46	\$112.74	\$116.13
60	IT/Cyber Senior Security and Assurance Specialist - 3	\$ 109.81	\$113.10	\$116.49	\$119.99	\$123.59
61	IT/Cyber Principal Security and Assurance Specialist - 1	\$ 116.39	\$119.88	\$123.48	\$127.18	\$131.00
62	IT/Cyber Principal Security and Assurance Specialist - 2	\$ 122.98	\$126.67	\$130.47	\$134.39	\$138.42



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63	IT/Cyber System Administrator - 3	\$ 46.33	\$47.72	\$49.15	\$50.63	\$52.15
64	IT/Cyber System Administrator - 4	\$ 64.15	\$66.07	\$68.05	\$70.10	\$72.20
65	IT/Cyber System Administrator - 5	\$ 68.98	\$71.05	\$73.18	\$75.37	\$77.63
64	IT/Cyber System Administrator - 6	\$ 85.36	\$87.92	\$90.56	\$93.28	\$96.08
65	IT/Cyber Intermediate System Administrator - 1	\$ 88.31	\$90.96	\$93.69	\$96.50	\$99.39
66	IT/Cyber Intermediate System Administrator - 2	\$ 95.83	\$98.70	\$101.66	\$104.71	\$107.86
67	IT/Cyber Senior System Administrator - 1	\$ 104.18	\$107.31	\$110.53	\$113.84	\$117.26
68	IT/Cyber Senior System Administrator - 2	\$ 113.01	\$116.40	\$119.89	\$123.49	\$127.19
69	IT/Cyber Senior System Administrator - 3	\$ 120.25	\$123.86	\$127.58	\$131.40	\$135.35
70	IT/Cyber Principal System Administrator - 1	\$ 127.48	\$131.30	\$135.24	\$139.30	\$143.48
71	IT/Cyber Principal System Administrator - 2	\$ 134.70	\$138.74	\$142.90	\$147.19	\$151.60
72	Programmer - 1	\$ 72.98	\$75.17	\$77.43	\$79.75	\$82.14
73	Programmer - 2	\$ 90.32	\$93.03	\$95.82	\$98.69	\$101.65
74	Intermediate Programmer - 1	\$ 93.44	\$96.24	\$99.13	\$102.11	\$105.17
75	Intermediate Programmer - 2	\$ 101.39	\$104.43	\$107.56	\$110.79	\$114.11
74	Senior Programmer - 1	\$ 110.23	\$113.54	\$116.95	\$120.45	\$124.07
75	Senior Programmer - 2	\$ 119.55	\$123.14	\$126.83	\$130.64	\$134.56
76	Senior Programmer - 3	\$ 127.22	\$131.04	\$134.97	\$139.02	\$143.19
77	Principal Programmer - 1	\$ 134.87	\$138.91	\$143.08	\$147.37	\$151.79
78	Principal Programmer - 2	\$ 142.50	\$146.78	\$151.18	\$155.71	\$160.39



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Appendix B

Labor Category Definitions

	Labor Category	Minimum Education	Minimum Experience	Daily Job Duties
1	Engineer-1	High School Degree	4	Assists in design, development, implementation, and analysis of technical products and systems. Performs simple and routine engineering design tasks with standard techniques. Assists more senior engineers in the preparation of plans, designs, computation methods and reports.
2	Engineer-2	High School Degree	7	Assists in design, development, implementation, and analysis of technical products and systems. Performs simple and routine engineering design tasks with standard techniques. Assists more senior engineers in the preparation of plans, designs, computation methods and reports.
3	Engineer-Intermediate Engineer 1	High School Degree	10	Performs multiple engineering-related tasks in various assignments within the organization. Oversees the design, development, implementation, and analysis of technical products and systems. Has broad knowledge of engineering procedures and assists in the resolution of complex problems. May guide and train less experienced engineers.



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4	Engineer-Intermediate Engineer 2	High School Degree	13	Typically performs multiple engineering-related tasks in various assignments within the organization. Oversees the design, development, implementation, and analysis of technical products and systems. Has broad knowledge of engineering procedures and assists in the resolution of complex problems. May guide and train less experienced engineers.
5	Engineer Senior-1	High School Degree	16	Provides expert judgment and analysis for the design, development and implementation of technical products and systems. Resolves highly complex technical issues and conducts advanced research. Recommends alterations to development and design to improve quality of products and/or procedures. Has extensive engineering knowledge and is considered an expert in one or more engineering specialties. A specialist on complex technical and business matters. May assume a team lead role for the work group.
6	Engineer Senior-2	High School Degree	19	Provides expert judgment and analysis for the design, development and implementation of technical products and systems. Resolves highly complex technical issues and conducts advanced research. Recommends alterations to development and design to improve quality of products and/or procedures. Has extensive engineering knowledge and is considered an expert in one or more engineering specialties. A specialist on complex technical and business matters. May assume a team lead role for the work group.



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7	Engineer Senior-3	High School Degree	23	Provides expert judgment and analysis for the design, development and implementation of technical products and systems. Resolves highly complex technical issues and conducts advanced research. Recommends alterations to development and design to improve quality of products and/or procedures. Has extensive engineering knowledge and is considered an expert in one or more engineering specialties. A specialist on complex technical and business matters. May assume a team lead role for the work group.
8	Engineer Principal-1	High School Degree	27	Provides expert consultation in one or more areas for the design, development and implementation of technical products and systems. Resolves highly complex technical issues and conducts advanced research. Recommends alterations to development and design to improve quality of products and/or procedures. Has extensive engineering knowledge and is considered an expert in one or more engineering specialties. Works on advanced, complex technical projects or business issues requiring state of the art technical or industry knowledge. May provide a leadership role for the work group through knowledge in the area of specialization.



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9	Engineer Principal-2	High School Degree	32	<p>Provides expert consultation in one or more areas for the design, development and implementation of technical products and systems. Resolves highly complex technical issues and conducts advanced research. Recommends alterations to development and design to improve quality of products and/or procedures. Has extensive engineering knowledge and is considered an expert in one or more engineering specialties. Works on advanced, complex technical projects or business issues requiring state of the art technical or industry knowledge. May provide a leadership role for the work group through knowledge in the area of specialization.</p>
10	IT/Cyber Administrator-3	High School Degree	1	<p>Provides administrative support and is responsible for administrative duties within the IT functional group. Collects, reviews and analyzes data, and prepares reports, charts, budgets and other presentation materials. Responds to or routes routine inquiries from external or internal sources with standard correspondence or other messaging. Schedules and coordinates meetings, travel, and other group activities. Has basic word processing, spreadsheet and graphics software skills. Possesses a moderate understanding of general aspects of the job.</p>



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11	IT/Cyber Administrator-4	High School Degree	2	<p>Provides administrative support and is responsible for administrative duties within the IT functional group. Collects, reviews and analyzes data, and prepares reports, charts, budgets and other presentation materials. Responds to or routes routine inquiries from external or internal sources with standard correspondence or other messaging. Schedules and coordinates meetings, travel, and other group activities. Has basic word processing, spreadsheet and graphics software skills. Possesses a moderate understanding of general aspects of the job.</p>
12	IT/Cyber Administrator-5	High School Degree	3	<p>Provides administrative support and is responsible for administrative duties within the IT functional group. Collects, reviews and analyzes data, and prepares reports, charts, budgets and other presentation materials. Responds to or routes routine inquiries from external or internal sources with standard correspondence or other messaging. Schedules and coordinates meetings, travel, and other group activities. Has basic word processing, spreadsheet and graphics software skills. Possesses a moderate understanding of general aspects of the job.</p>
13	IT/Cyber Administrator-6	High School Degree	7	<p>Provides administrative support and is responsible for administrative duties within the IT functional group. Collects, reviews and analyzes data, and prepares reports, charts, budgets and other presentation materials. Responds to or routes routine inquiries from external or internal sources with standard correspondence or other messaging. Schedules and coordinates meetings, travel, and other group activities. Has basic word processing, spreadsheet and graphics software skills. Possesses a moderate understanding of general aspects of the job.</p>



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14	IT/Cyber Intermediate Administrator-1	High School Degree	10	<p>Provides administrative support and is responsible for administrative duties within the IT functional group. Collects, reviews and analyzes data and prepares reports, charts, budgets, and other presentation materials. Responds to or routes routine inquiries from external or internal sources with own correspondence or other messaging. Schedules and coordinates meetings, travel, and other group activities. May be responsible for creating reports and distributing on a regular schedule. Has advanced word processing, spreadsheet, and graphics software skills. Gaining or has attained full proficiency in a specific area of discipline.</p>
15	IT/Cyber Intermediate Administrator-2	High School Degree	13	<p>Provides administrative support and is responsible for administrative duties within the IT functional group. Collects, reviews and analyzes data and prepares reports, charts, budgets, and other presentation materials. Responds to or routes routine inquiries from external or internal sources with own correspondence or other messaging. Schedules and coordinates meetings, travel, and other group activities. May be responsible for creating reports and distributing on a regular schedule. Has advanced word processing, spreadsheet, and graphics software skills. Gaining or has attained full proficiency in a specific area of discipline.</p>



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16	IT/Cyber Senior Administrator-1	High School Degree	16	<p>Provides administrative support and is responsible for administrative duties within the IT functional group. Collects, reviews and analyzes data and prepares reports, charts, budgets, and other presentation materials. Responds to or routes routine inquiries from external or internal sources with own correspondence or other messaging. Schedules and coordinates meetings, travel, and other group activities. May be responsible for creating reports and distributing on a regular schedule. Has advanced word processing, spreadsheet, and graphics software skills. Has gained proficiency in multiple competencies relevant to the job. Works independently within established procedures associated with the specific job function. May assume a team lead role for the work group.</p>
17	IT/Cyber Senior Administrator-2	High School Degree	19	<p>Provides administrative support and is responsible for administrative duties within the IT functional group. Collects, reviews and analyzes data and prepares reports, charts, budgets, and other presentation materials. Responds to or routes routine inquiries from external or internal sources with own correspondence or other messaging. Schedules and coordinates meetings, travel, and other group activities. May be responsible for creating reports and distributing on a regular schedule. Has advanced word processing, spreadsheet, and graphics software skills. Has gained proficiency in multiple competencies relevant to the job. Works independently within established procedures associated with the specific job function. May assume a team lead role for the work group.</p>



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18	IT/Cyber Senior Administrator-3	High School Degree	23	<p>Provides administrative support and is responsible for administrative duties within the IT functional group. Collects, reviews and analyzes data and prepares reports, charts, budgets, and other presentation materials. Responds to or routes routine inquiries from external or internal sources with own correspondence or other messaging. Schedules and coordinates meetings, travel, and other group activities. May be responsible for creating reports and distributing on a regular schedule. Has advanced word processing, spreadsheet, and graphics software skills. Has gained proficiency in multiple competencies relevant to the job. Works independently within established procedures associated with the specific job function. May assume a team lead role for the work group.</p>
19	IT/Cyber Principal Administrator-1	High School Degree	27	<p>Provides administrative support and is responsible for administrative duties within the IT functional group. Collects, reviews and analyzes complex and/or confidential information and creates reports, charts, budgets, and other presentation materials. Responds to or routes priority or confidential inquiries from external or internal sources with correspondence or other messaging on behalf of the executive. Schedules and coordinates meetings, travel, and other group activities. May plan and schedule work and direct other staff to deliver support. Has advanced word processing, spreadsheet, database, graphics software, and analytical skills. Has gained full proficiency in a broad range of activities related to the job. Independently performs a wide range of complex duties under general guidance from supervisors. May provide a leadership role for the work group through knowledge in the area of specialization.</p>



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20	IT/Cyber Principal Administrator-2	High School Degree	32	<p>Provides administrative support and is responsible for administrative duties within the IT functional group. Collects, reviews and analyzes complex and/or confidential information and creates reports, charts, budgets, and other presentation materials. Responds to or routes priority or confidential inquiries from external or internal sources with correspondence or other messaging on behalf of the executive. Schedules and coordinates meetings, travel, and other group activities. May plan and schedule work and direct other staff to deliver support. Has advanced word processing, spreadsheet, database, graphics software, and analytical skills. Has gained full proficiency in a broad range of activities related to the job.</p> <p>Independently performs a wide range of complex duties under general guidance from supervisors. May provide a leadership role for the work group through knowledge in the area of specialization.</p>
21	IT/Cyber Analyst-3	High School Degree	1	<p>Assists in coordinating the design and creation of metadata, database architecture and data repository. Researches business information needs and identifies system requirements. Helps to fix current data application issues.</p> <p>Works on projects/matters of limited complexity in a support role.</p>
22	IT/Cyber Analyst-4	High School Degree	2	<p>Assists in coordinating the design and creation of metadata, database architecture and data repository. Researches business information needs and identifies system requirements. Helps to fix current data application issues.</p> <p>Works on projects/matters of limited complexity in a support role.</p>



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23	IT/Cyber Analyst-5	High School Degree	4	Assists in coordinating the design and creation of metadata, database architecture and data repository. Researches business information needs and identifies system requirements. Helps to fix current data application issues. Works on projects/matters of limited complexity in a support role.
24	IT/Cyber Analyst-6	High School Degree	7	Assists in coordinating the design and creation of metadata, database architecture and data repository. Researches business information needs and identifies system requirements. Helps to fix current data application issues. Works on projects/matters of limited complexity in a support role.
25	IT/Cyber Intermediate Analyst-1	High School Degree	10	Designs, maintains, and provides support for data systems and related data marts. Assists in the creation of data design, database architecture, and data repositories. Ensures data accuracy. Troubleshoots and improves performance of data applications. Gaining exposure to some of the complex tasks within the job function.
26	IT/Cyber Intermediate Analyst-2	High School Degree	13	Designs, maintains, and provides support for data systems and related data marts. Assists in the creation of data design, database architecture, and data repositories. Ensures data accuracy. Troubleshoots and improves performance of data applications. Gaining exposure to some of the complex tasks within the job function.
27	IT/Cyber Senior Analyst-1	High School Degree	16	Designs, maintains, and provides support for data systems and related data marts. Creates data design, database architecture, and data repositories. Ensures data accuracy. Evaluates new data applications for possible adoption and improves performance of existing applications. Contributes to complex aspects of a project. May supervise and guide lower-level analysts.



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28	IT/Cyber Senior Analyst-2	High School Degree	19	Designs, maintains, and provides support for data systems and related data marts. Creates data design, database architecture, and data repositories. Ensures data accuracy. Evaluates new data applications for possible adoption and improves performance of existing applications. Contributes to complex aspects of a project. May supervise and guide lower-level analysts.
29	IT/Cyber Senior Analyst-3	High School Degree	23	Designs, maintains, and provides support for data systems and related data marts. Creates data design, database architecture, and data repositories. Ensures data accuracy. Evaluates new data applications for possible adoption and improves performance of existing applications. Contributes to complex aspects of a project. May supervise and guide lower-level analysts.
30	IT/Cyber Principal Analyst-1	High School Degree	27	Oversees the development and maintenance of a company's data system. Analyzes complex business intelligence data and provides reports. Acts as liaison between information technology and business units. Ensures data accuracy. Assesses data extraction, report generation, and bugs appearing in operations involving the data. Plans, investigates and designs data implementation in accordance with system requirements. Resolves complex problems and monitors usage of data. A specialist on complex technical and business matters. May provide a leadership role for the work group through knowledge in the area of specialization.



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31	IT/Cyber Principal Analyst-2	High School Degree	32	<p>Oversees the development and maintenance of a company's data system. Analyzes complex business intelligence data and provides reports. Acts as liaison between information technology and business units. Ensures data accuracy. Assesses data extraction, report generation, and bugs appearing in operations involving the data. Plans, investigates and designs data implementation in accordance with system requirements. Resolves complex problems and monitors usage of data. A specialist on complex technical and business matters. May provide a leadership role for the work group through knowledge in the area of specialization.</p>
32	IT/Cyber Database Administrator-3	High School Degree	1	<p>Administers and maintains the company database and data warehouses. Implements and monitors database access and configurations. Resolves database performance and capacity issues. Performs database recovery and back-up. May be involved in capacity planning, and some development work. Works on projects/matters of limited complexity in a support role.</p>
33	IT/Cyber Database Administrator-4	High School Degree	2	<p>Administers and maintains the company database and data warehouses. Implements and monitors database access and configurations. Resolves database performance and capacity issues. Performs database recovery and back-up. May be involved in capacity planning, and some development work. Works on projects/matters of limited complexity in a support role.</p>



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34	IT/Cyber Database Administrator-5	High School Degree	4	Administers and maintains the company database and data warehouses. Implements and monitors database access and configurations. Resolves database performance and capacity issues. Performs database recovery and back-up. May be involved in capacity planning, and some development work. Works on projects/matters of limited complexity in a support role.
35	IT/Cyber Database Administrator-6	High School Degree	7	Administers and maintains the company database and data warehouses. Implements and monitors database access and configurations. Resolves database performance and capacity issues. Performs database recovery and back-up. May be involved in capacity planning, and some development work. Works on projects/matters of limited complexity in a support role.
36	IT/Cyber Intermediate Database Administrator-1	High School Degree	10	Manages and maintains the company database of medium to high complexity. Optimizes database configuration and access. Resolves database performance and capacity issues. Performs database recovery and back-up. May be involved in some development work. Gaining exposure to some of the complex tasks within the job function.
37	IT/Cyber Intermediate Database Administrator-2	High School Degree	13	Manages and maintains the company database of medium to high complexity. Optimizes database configuration and access. Resolves database performance and capacity issues. Performs database recovery and back-up. May be involved in some development work. Gaining exposure to some of the complex tasks within the job function.



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38	IT/Cyber Senior Database Administrator-1	High School Degree	16	<p>Designs, manages and maintains the company database of medium to high complexity.</p> <p>Evaluates and optimizes database configuration and access. Resolves database performance and capacity issues. Performs database recovery and back-up. Contributes to moderately complex aspects of a project.</p> <p>Work is generally independent and collaborative in nature. May assume a team lead role for the work group.</p>
39	IT/Cyber Senior Database Administrator-2	High School Degree	19	<p>Designs, manages and maintains the company database of medium to high complexity.</p> <p>Evaluates and optimizes database configuration and access. Resolves database performance and capacity issues. Performs database recovery and back-up. Contributes to moderately complex aspects of a project.</p> <p>Work is generally independent and collaborative in nature. May assume a team lead role for the work group.</p>
40	IT/Cyber Senior Database Administrator-3	High School Degree	23	<p>Designs, manages and maintains the company database of medium to high complexity.</p> <p>Evaluates and optimizes database configuration and access. Resolves database performance and capacity issues. Performs database recovery and back-up. Contributes to moderately complex aspects of a project.</p> <p>Work is generally independent and collaborative in nature. May assume a team lead role for the work group.</p>



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41	IT/Cyber Principal Database Administrator-1	High School Degree	27	Designs, manages and maintains the company database of high complexity. Evaluates and optimizes database configuration and access. Resolves database performance and capacity issues. Performs database recovery and back-up. Advises users on access to multiple databases and helps solving data confliction and inappropriate usage. May require a bachelor's degree or its equivalent. Typically reports to manager or head of a unit/department. A specialist on complex technical and business matters. Work is highly independent. May provide a leadership role for the work group through knowledge in the area of specialization.
42	IT/Cyber Principal Database Administrator-2	High School Degree	32	Designs, manages and maintains the company database of high complexity. Evaluates and optimizes database configuration and access. Resolves database performance and capacity issues. Performs database recovery and back-up. Advises users on access to multiple databases and helps solving data confliction and inappropriate usage. May require a bachelor's degree or its equivalent. Typically reports to manager or head of a unit/department. A specialist on complex technical and business matters. Work is highly independent. May provide a leadership role for the work group through knowledge in the area of specialization.



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43	IT/Cyber Program/Project Manager - 1	High School Degree	4	<p>Manages and oversees all aspects of a technology project to ensure it is completed on-time and within budget. Has overall responsibility for managing scope, cost, schedule, internal staffing and outside vendors, and contractual deliverables. Prepares reports for upper management regarding status of project. Possesses strong knowledge of technology. Contributes to moderately complex aspects of a project.</p> <p>Work is generally independent and collaborative in nature.</p>
44	IT/Cyber Program/Project Manager - 2	High School Degree	7	<p>Manages and oversees all aspects of a technology project to ensure it is completed on-time and within budget. Has overall responsibility for managing scope, cost, schedule, internal staffing and outside vendors, and contractual deliverables. Prepares reports for upper management regarding status of project. Possesses strong knowledge of technology. Contributes to moderately complex aspects of a project.</p> <p>Work is generally independent and collaborative in nature.</p>
45	IT/Cyber Intermediate Program/Project Manager - 1	High School Degree	10	<p>Manages and oversees all aspects of a technology project to ensure it is completed on-time and within budget. Has overall responsibility for managing scope, cost, schedule, internal staffing and outside vendors, and contractual deliverables. Prepares reports for upper management regarding status of project. Possesses strong knowledge of technology. A specialist on moderate to complex technical and business matters.</p>



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46	IT/Cyber Intermediate Program/Project Manager - 2	High School Degree	13	<p>Manages and oversees all aspects of a technology project to ensure it is completed on-time and within budget. Has overall responsibility for managing scope, cost, schedule, internal staffing and outside vendors, and contractual deliverables. Prepares reports for upper management regarding status of project. Possesses strong knowledge of technology. A specialist on moderate to complex technical and business matters.</p>
47	IT/Cyber Senior Program/Project Manager - 1	High School Degree	16	<p>Responsible for the completion of long-term IT projects. Performs design evaluations and works to complete projects within budget and scheduling restraints. Develops, implements, and monitors information systems policies and controls to ensure data accuracy, security, and regulatory compliance. Reviews reports of computer and peripheral equipment production, malfunction, and maintenance to determine and address problems. A specialist on complex technical and business matters. May assume a team lead role for the work group.</p>
48	IT/Cyber Senior Program/Project Manager - 2	High School Degree	19	<p>Responsible for the completion of long-term IT projects. Performs design evaluations and works to complete projects within budget and scheduling restraints. Develops, implements, and monitors information systems policies and controls to ensure data accuracy, security, and regulatory compliance. Reviews reports of computer and peripheral equipment production, malfunction, and maintenance to determine and address problems. A specialist on complex technical and business matters. May assume a team lead role for the work group.</p>



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49	IT/Cyber Senior Program/Project Manager - 3	High School Degree	23	Responsible for the completion of long-term IT projects. Performs design evaluations and works to complete projects within budget and scheduling restraints. Develops, implements, and monitors information systems policies and controls to ensure data accuracy, security, and regulatory compliance. Reviews reports of computer and peripheral equipment production, malfunction, and maintenance to determine and address problems. A specialist on complex technical and business matters. May assume a team lead role for the work group.
50	IT/Cyber Principal Program/Project Manager - 1	High School Degree	27	Coordinates and monitors the scheduling, pricing, and technical performance of company programs. Negotiates and prepares contracts by considering the financial conditions, resources, and contractual requirements. Develops new business and expands product line. Ensures adherence to master plans and schedules, develops solutions to program problems, and directs work of incumbents assigned to program from various departments. Ensures projects are completed on time and within budget. Acts as advisor to program team regarding projects, tasks, and operations. Prepares proposals to win new programs. Manages subordinate staff in the day-to-day performance of their jobs. Ensures that project/department milestones/goals are met and adhering to approved budgets. Extensive knowledge of the function and department processes.



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51	IT/Cyber Principal Program/Project Manager - 2	High School Degree	32	<p>Coordinates and monitors the scheduling, pricing, and technical performance of company programs. Negotiates and prepares contracts by considering the financial conditions, resources, and contractual requirements. Develops new business and expands product line. Ensures adherence to master plans and schedules, develops solutions to program problems, and directs work of incumbents assigned to program from various departments. Ensures projects are completed on time and within budget. Acts as advisor to program team regarding projects, tasks, and operations. Prepares proposals to win new programs. Manages subordinate staff in the day-to-day performance of their jobs. Ensures that project/department milestones/goals are met and adhering to approved budgets. Extensive knowledge of the function and department processes.</p>
52	IT/Cyber Security and Assurance Specialist - 3	High School Degree	1	<p>Assists in the evaluation, testing, and validation of IT systems, services and /or software. Assesses service levels and product performance to ensure they meet established quality standards. Documents issues and tracks status in designated systems. Develops or participates in the development of solutions to resolve problems. Designs, implements, and enforces security policies that protect systems and data from access by unauthorized users. Creates procedures for data access, protection, and backup. Investigates security violations and modifies procedures to prevent future incursions. Reviews changes to information systems to ensure compliance with security standards. Gaining exposure to some of the complex tasks within the job function.</p>



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53	IT/Cyber Security and Assurance Specialist - 4	High School Degree	2	<p>Assists in the evaluation, testing, and validation of IT systems, services and /or software. Assesses service levels and product performance to ensure they meet established quality standards. Documents issues and tracks status in designated systems. Develops or participates in the development of solutions to resolve problems. Designs, implements, and enforces security policies that protect systems and data from access by unauthorized users. Creates procedures for data access, protection, and backup. Investigates security violations and modifies procedures to prevent future incursions. Reviews changes to information systems to ensure compliance with security standards. Gaining exposure to some of the complex tasks within the job function.</p>
54	IT/Cyber Security and Assurance Specialist - 5	High School Degree	4	<p>Assists in the evaluation, testing, and validation of IT systems, services and /or software. Assesses service levels and product performance to ensure they meet established quality standards. Documents issues and tracks status in designated systems. Develops or participates in the development of solutions to resolve problems. Designs, implements, and enforces security policies that protect systems and data from access by unauthorized users. Creates procedures for data access, protection, and backup. Investigates security violations and modifies procedures to prevent future incursions. Reviews changes to information systems to ensure compliance with security standards. Gaining exposure to some of the complex tasks within the job function.</p>



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55	IT/Cyber Security and Assurance Specialist - 6	High School Degree	7	<p>Assists in the evaluation, testing, and validation of IT systems, services and /or software. Assesses service levels and product performance to ensure they meet established quality standards. Documents issues and tracks status in designated systems. Develops or participates in the development of solutions to resolve problems. Designs, implements, and enforces security policies that protect systems and data from access by unauthorized users. Creates procedures for data access, protection, and backup. Investigates security violations and modifies procedures to prevent future incursions. Reviews changes to information systems to ensure compliance with security standards. Gaining exposure to some of the complex tasks within the job function.</p>
56	IT/Cyber Intermediate Security and Assurance Specialist - 1	High School Degree	10	<p>Evaluates, tests, and validates IT systems, services and /or software. Assesses service levels and product performance to ensure they meet established quality standards. Documents issues and tracks status in designated systems. Develops solutions to resolve problems and makes recommendations for improvements to process, configuration, and products. Designs, implements, and enforces security policies that protect systems and data from access by unauthorized users. Creates procedures for data access, protection, and backup. Investigates security violations and modifies procedures to prevent future incursions. Reviews changes to information systems to ensure compliance with security standards. Contributes to moderately complex aspects of a project.</p>



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57	IT/Cyber Intermediate Security and Assurance Specialist - 2	High School Degree	13	<p>Evaluates, tests, and validates IT systems, services and /or software. Assesses service levels and product performance to ensure they meet established quality standards. Documents issues and tracks status in designated systems. Develops solutions to resolve problems and makes recommendations for improvements to process, configuration, and products. Designs, implements, and enforces security policies that protect systems and data from access by unauthorized users. Creates procedures for data access, protection, and backup. Investigates security violations and modifies procedures to prevent future incursions. Reviews changes to information systems to ensure compliance with security standards. Contributes to moderately complex aspects of a project.</p>
58	IT/Cyber Senior Security and Assurance Specialist - 1	High School Degree	16	<p>Evaluates, tests, and validates IT systems services and /or software. Assesses service levels and product performance to ensure they meet established quality standards. Documents issues and tracks status in designated systems. Develops solutions to resolve problems and makes recommendations for improvements to process, configuration, and products. May develop new or special testing for new products or to troubleshoot and resolve complex issues. Designs, implements, and enforces security policies that protect systems and data from access by unauthorized users. Creates procedures for data access, protection, and backup. Investigates security violations and modifies procedures to prevent future incursions. Reviews changes to information systems to ensure compliance with security standards. May assume a team lead role for the work group.</p>



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59	IT/Cyber Senior Security and Assurance Specialist - 2	High School Degree	19	<p>Evaluates, tests, and validates IT systems services and /or software. Assesses service levels and product performance to ensure they meet established quality standards.</p> <p>Documents issues and tracks status in designated systems. Develops solutions to resolve problems and makes recommendations for improvements to process, configuration, and products. May develop new or special testing for new products or to troubleshoot and resolve complex issues. Designs, implements, and enforces security policies that protect systems and data from access by unauthorized users.</p> <p>Creates procedures for data access, protection, and backup. Investigates security violations and modifies procedures to prevent future incursions. Reviews changes to information systems to ensure compliance with security standards. May assume a team lead role for the work group.</p>
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60	IT/Cyber Senior Security and Assurance Specialist - 3	High School Degree	23	<p>Evaluates, tests, and validates IT systems services and /or software. Assesses service levels and product performance to ensure they meet established quality standards.</p> <p>Documents issues and tracks status in designated systems. Develops solutions to resolve problems and makes recommendations for improvements to process, configuration, and products. May develop new or special testing for new products or to troubleshoot and resolve complex issues. Designs, implements, and enforces security policies that protect systems and data from access by unauthorized users.</p> <p>Creates procedures for data access, protection, and backup. Investigates security violations and modifies procedures to prevent future incursions. Reviews changes to information systems to ensure compliance with security standards. May assume a team lead role for the work group.</p>
61	IT/Cyber Principal Security and Assurance Specialist - 1	High School Degree	27	<p>Manages a group of quality assurance analysts who evaluate, test, and validate software and/or IT services. Develops and implements quality assurance problem reporting processes and systems. Analyzes deficiencies in service or performance and recommends product or service improvements to address problems. Designs and implements defect reduction programs.</p> <p>Manages and guides the maintenance of systems to protect data from unauthorized users. Develops and administers policies and procedures for identifying, reporting, and resolving security violations. Provides input to strategic decisions that affect the functional area of responsibility. Capable of resolving escalated issues arising from operations and requiring coordination with other departments.</p>



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62	IT/Cyber Principal Security and Assurance Specialist - 2	High School Degree	32	<p>Manages a group of quality assurance analysts who evaluate, test, and validate software and/or IT services. Develops and implements quality assurance problem reporting processes and systems. Analyzes deficiencies in service or performance and recommends product or service improvements to address problems. Designs and implements defect reduction programs.</p> <p>Manages and guides the maintenance of systems to protect data from unauthorized users. Develops and administers policies and procedures for identifying, reporting, and resolving security violations. Provides input to strategic decisions that affect the functional area of responsibility. Capable of resolving escalated issues arising from operations and requiring coordination with other departments.</p>
63	IT/Cyber System Administrator - 3	High School Degree	1	<p>Maintains and supports the integrity of the operating system environment and various computer systems. Administers, installs and troubleshoots a variety of operating systems. Performs systems maintenance tasks, such as system back-up, recovery and file maintenance. Schedules, installs, and tests system software upgrades. Configures software and resolves technical problems. Monitors and maintains software licensing and maintenance agreements. Works on projects/matters of limited complexity in a support role.</p>



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64	IT/Cyber System Administrator - 4	High School Degree	2	Maintains and supports the integrity of the operating system environment and various computer systems. Administers, installs and troubleshoots a variety of operating systems. Performs systems maintenance tasks, such as system back-up, recovery and file maintenance. Schedules, installs, and tests system software upgrades. Configures software and resolves technical problems. Monitors and maintains software licensing and maintenance agreements. Works on projects/matters of limited complexity in a support role.
65	IT/Cyber System Administrator - 5	High School Degree	4	Maintains and supports the integrity of the operating system environment and various computer systems. Administers, installs and troubleshoots a variety of operating systems. Performs systems maintenance tasks, such as system back-up, recovery and file maintenance. Schedules, installs, and tests system software upgrades. Configures software and resolves technical problems. Monitors and maintains software licensing and maintenance agreements. Works on projects/matters of limited complexity in a support role.
66	IT/Cyber System Administrator - 6	High School Degree	7	Maintains and supports the integrity of the operating system environment and various computer systems. Administers, installs and troubleshoots a variety of operating systems. Performs systems maintenance tasks, such as system back-up, recovery and file maintenance. Schedules, installs, and tests system software upgrades. Configures software and resolves technical problems. Monitors and maintains software licensing and maintenance agreements. Works on projects/matters of limited complexity in a support role.



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67	IT/Cyber Intermediate System Administrator - 1	High School Degree	10	Maintains and supports the integrity of the operating system environment and various computer systems. Administers, installs and troubleshoots a variety of operating systems. Performs systems maintenance tasks, such as system back-up, recovery and file maintenance. Schedules, installs, and tests system software upgrades. Configures software and resolves technical problems. Monitors and maintains software licensing and maintenance agreements.
68	IT/Cyber Intermediate System Administrator - 2	High School Degree	13	Maintains and supports the integrity of the operating system environment and various computer systems. Administers, installs and troubleshoots a variety of operating systems. Performs systems maintenance tasks, such as system back-up, recovery and file maintenance. Schedules, installs, and tests system software upgrades. Configures software and resolves technical problems. Monitors and maintains software licensing and maintenance agreements.
69	IT/Cyber Senior System Administrator - 1	High School Degree	16	Maintains and supports the integrity of the operating system environment and various computer systems. Administers, installs and troubleshoots a variety of operating systems. Performs systems maintenance tasks, such as system back-up, recovery and file maintenance. Schedules, installs, and tests system software upgrades. Configures software and resolves technical problems. Monitors and maintains software licensing and maintenance agreements. May assume a team lead role for the work group.



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70	IT/Cyber Senior System Administrator - 2	High School Degree	19	Maintains and supports the integrity of the operating system environment and various computer systems. Administers, installs and troubleshoots a variety of operating systems. Performs systems maintenance tasks, such as system back-up, recovery and file maintenance. Schedules, installs, and tests system software upgrades. Configures software and resolves technical problems. Monitors and maintains software licensing and maintenance agreements. May assume a team lead role for the work group.
71	IT/Cyber Senior System Administrator - 3	High School Degree	23	Maintains and supports the integrity of the operating system environment and various computer systems. Administers, installs and troubleshoots a variety of operating systems. Performs systems maintenance tasks, such as system back-up, recovery and file maintenance. Schedules, installs, and tests system software upgrades. Configures software and resolves technical problems. Monitors and maintains software licensing and maintenance agreements. May assume a team lead role for the work group.
72	IT/Cyber Principle System Administrator - 1	High School Degree	27	Responsible for the architectural design, development, and deployment of the enterprise's overall systems. Defines system solutions based on user/client needs, cost, and required integration with existing applications, systems, or platforms. Researches, identifies, selects, and tests technology products required for solution delivery. Establishes, implements, and documents the technology integration or migration strategies. Works on advanced, complex technical projects or business issues requiring state of the art technical or industry knowledge. May provide a leadership role for the work group through knowledge in the area of specialization.



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73	IT/Cyber Principle System Administrator - 1	High School Degree	32	Responsible for the architectural design, development, and deployment of the enterprise's overall systems. Defines system solutions based on user/client needs, cost, and required integration with existing applications, systems, or platforms. Researches, identifies, selects, and tests technology products required for solution delivery. Establishes, implements, and documents the technology integration or migration strategies. Works on advanced, complex technical projects or business issues requiring state of the art technical or industry knowledge. May provide a leadership role for the work group through knowledge in the area of specialization.
74	Programmer - 1	High School Degree	4	Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization's client/server software applications. Familiar with relational database concepts, and client-server concepts.
75	Programmer - 2	High School Degree	7	Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization's client/server software applications. Familiar with relational database concepts, and client-server concepts.
76	Intermediate Programmer - 1	High School Degree	10	Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization's business applications. Gathers requirements from users and creates specifications and develops code. Designs and writes codes to support existing application. Contributes to moderately complex aspects of a project. Work is generally independent and collaborative in nature.



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77	Intermediate Programmer - 2	High School Degree	13	Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization's business applications. Gathers requirements from users and creates specifications and develops code. Designs and writes codes to support existing application. Contributes to moderately complex aspects of a project. Work is generally independent and collaborative in nature.
78	Senior Programmer - 1	High School Degree	16	Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization's business applications. Gathers requirements from users and creates specifications and develops code. Designs and writes codes to support existing application. A specialist on complex technical and business matters. May assume a team lead role for the work group.
79	Senior Programmer - 2	High School Degree	19	Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization's business applications. Gathers requirements from users and creates specifications and develops code. Designs and writes codes to support existing application. A specialist on complex technical and business matters. May assume a team lead role for the work group.
80	Senior Programmer - 3	High School Degree	23	Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization's business applications. Gathers requirements from users and creates specifications and develops code. Designs and writes codes to support existing application. A specialist on complex technical and business matters. May assume a team lead role for the work group.



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81	Principal Programmer - 1	High School Degree	27	<p>Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization's business applications. Gathers requirements from users and creates specifications and develops code. Designs and writes codes to support existing application. Demonstrates expertise in a variety of the field's concepts, practices, and procedures. Works on advanced, complex technical projects or business issues requiring state of the art technical or industry knowledge. Works autonomously. May provide a leadership role for the work group through knowledge in the area of specialization.</p>
82	Principal Programmer - 2	High School Degree	32	<p>Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization's business applications. Gathers requirements from users and creates specifications and develops code. Designs and writes codes to support existing application. Demonstrates expertise in a variety of the field's concepts, practices, and procedures. Works on advanced, complex technical projects or business issues requiring state of the art technical or industry knowledge. Works autonomously. May provide a leadership role for the work group through knowledge in the area of specialization.</p>



Appendix C

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)

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.



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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,



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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



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a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

b. Pricing for all IT Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

See Appendix B



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BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) _____.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures

Ordering Activity Date

Contractor Date



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BPA NUMBER _____

(CUSTOMER NAME)

BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

(1)The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER*SPECIAL BPA DISCOUNT/PRICE

(2)Delivery:

DESTINATIONDELIVERY SCHEDULES / DATES

(3)The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

(4)This BPA does not obligate any funds.

(5)This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6)The following office(s) is hereby authorized to place orders under this BPA:

OFFICEPOINT OF CONTACT

(7)Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8)Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

(a)Name of Contractor;

(b)Contract Number;

(c)BPA Number;

(d)Model Number or National Stock Number (NSN);

(e)Purchase Order Number;

(f)Date of Purchase;

(g)Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and

(h)Date of Shipment.

(9)The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10)The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.



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BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions or the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customers needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.
- Customers make a best value selection.