



Federal Supply 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 are available through GSA Advantage! ®, a menu-driven database system. The INTERNET address GSA Advantage! ® is: GSAAvantage.gov.

**SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES**  
**SPECIAL ITEM NUMBER 132-56 – HEALTH INFORMATION TECHNOLOGY SERVICES**

**Sparksoft Corporation**

**12801 Worldgate Dr Suite 500**

**Herndon VA 20170**

**Office: 703-327-0077**

**Fax: 703-563-6013**

**Base Period**

**Woman Owned Small Business**

Contract Number: GS-35F-161CA  
Period Covered by Contract: Feb 6 2015- Feb 5 2020  
General Services Administration  
Federal Acquisition Service

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at [fss.gsa.gov](http://fss.gsa.gov).

Contract period

**Note 1:** *All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.*

**Note 2:** *Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.*

**Note 3:** *This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performance by the publisher or manufacturer or one of their authorized agents.*

**Customer Information:**

**1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:**

<b>SIN</b>	<b>Description</b>
132-51	IT Professional Services
132-56	Health Care Technology Services

- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.**
- 1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item.**
- 2. Maximum Order:** \$500,000.00
- 3. Minimum Order:** \$100.00
- 4. Geographic Coverage (delivery Area):** Domestic
- 5. Point(s) of production (city, county, and state or foreign country):** N/A
- 6. Discount from list prices or statement of net price:** Government net prices (discounts already deducted).
- 7. Quantity discounts:** None Offered
- 8. Prompt payment terms:** Net 30 days
- 9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold:** Yes
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:** will not accept over the micropurchase threshold
- 10. Foreign items (list items by country of origin):** None
- 11a. Time of Delivery (Contractor insert number of days):** Specified on the Task Order and shall deliver or perform services in accordance with the terms negotiated in an agency’s order.
- 11b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery:** Contact Contractor
- 11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery:** Contact Contractor
- 11d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery:** Contact Contractor

**12. F.O.B Points(s):** Destination

**13a. Ordering Address(es):**

Sparksoft Corporation  
12801 Worldgate Dr Suite 500  
Herndon VA 20170  
Office: 703-327-0077  
Fax: 703-563-6013

**13b. Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).

**14. Payment address(es):**

Sparksoft Corporation  
12801 Worldgate Dr Suite 500  
Herndon VA 20170  
Office: 703-327-0077  
Fax: 703-563-6013

**15. Warranty provision.:** Contractor's standard commercial warranty.

**16. Export Packing Charges (if applicable):** N/A

**17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** Contact Contractor

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

**19. Terms and conditions of installation (if applicable):** N/A

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

**20a. Terms and conditions for any other services (if applicable):** N/A

**21. List of service and distribution points (if applicable):** N/A

**22. List of participating dealers (if applicable):** N/A

**23. Preventive maintenance (if applicable):** N/A

**24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** N/A

**24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contactor's website or other location.) The EIT standards can be found at:** [www.Section508.gov/](http://www.Section508.gov/).

**25. Data Universal Numbering System (DUNS) number:** 800441755

**26. Notification regarding registration in the System for Award Management (SAM) Database:** Registered

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

**1. SCOPE**

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

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

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

**3. ORDER**

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

**4. PERFORMANCE OF SERVICES**

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

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

- (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-
  - (1) Cancel the stop-work order; or
  - (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
- (b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
  - (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
  - (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
- (c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
- (d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

## **6. INSPECTION OF SERVICES**

The Inspection of Services–Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (MAY 2001) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

## **7. RESPONSIBILITIES OF THE CONTRACTOR**

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

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

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

## **9. INDEPENDENT CONTRACTOR**

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

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

### **a. Definitions.**

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

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

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

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

## **11. INVOICES**

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

## **12. PAYMENTS**

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

- (a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

~~(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—~~

- (1) The offeror;
- (2) Subcontractors; and/or
- (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

### **13. RESUMES**

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

### **14. INCIDENTAL SUPPORT COSTS**

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

### **15. APPROVAL OF SUBCONTRACTS**

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

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

- 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.

The following is an example of the manner in which the description of a commercial job title should be presented:

**EXAMPLE:** Commercial Job Title: System Engineer

Minimum/General Experience: Three (3) years of technical experience which applies to systems analysis and design techniques for complex computer systems. Requires competence in all phases of systems analysis techniques, concepts and methods; also requires knowledge of available hardware, system software, input/output devices, structure and management practices.

Functional Responsibility: Guides users in formulating requirements, advises alternative approaches, conducts feasibility studies.

Minimum Education: Bachelor's Degree in Computer Science

**TERMS AND CONDITIONS APPLICABLE TO  
HEALTH INFORMATION TECHNOLOGY (IT) SERVICES  
(SPECIAL ITEM NUMBER 132-56)**

~~Vendor suitability for offering services through the new Health IT SIN must be in accordance with~~  
the following laws and standards when applicable to the specific task orders, including but not limited to:

- Health Information Technology for Economic and Clinical Health Act of 2009 (HITECH)
- The Health Insurance Portability and Accountability Act of 1996 (HIPAA)
- National Institute of Standards and Technology (NIST) Federal Information Processing Standards (FIPS) and Special Publications
- Federal Information Security Management Act (FISMA) of 2002

**\*\*\*NOTE: All non-professional labor categories must be incidental to, and used solely to support Health IT services, and cannot be purchased separately.**

**\*\*\*NOTE: All labor categories under the Special Item Number 132-51 Information Technology Professional Services may remain under SIN 132-51 unless the labor categories are specific to the Health IT SIN.**

## **1. SCOPE**

- a. The labor categories, prices, terms and conditions stated under Special Item Number 132-56 Health Information Technology Services apply exclusively to Health IT Services within the scope of this Information Technology Schedule.
- b. This SIN is limited to Health IT Services only. Software and hardware products are out of scope. Hardware and software can be acquired through different Special Item Numbers on IT Schedule 70 (e.g. 132-32, 132-33, 132-8).
- c. This SIN provides ordering activities with access to Health IT services.
- d. Health IT Services provided under this SIN shall comply with all Healthcare certifications and industry standards as applicable at the task order level.
- e. 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. ORDER**

- a. Agencies may use written orders, Electronic Data Interchange (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.

## **3. PERFORMANCE OF SERVICES**

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity. All Contracts will be fully funded.
- 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 Health 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. All travel will be agreed upon with the client prior to the Contractor's travel.

#### **4. 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.

#### **5. 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.

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

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

#### **7. INDEPENDENT CONTRACTOR**

All Health IT 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.

#### **8. ORGANIZATIONAL CONFLICTS OF INTEREST**

a. Definitions.

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

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

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

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

**9. INVOICES**

The Contractor, upon completion of the work ordered, shall submit invoices for Health 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.

**10. RESUMES**

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

**11. INCIDENTAL SUPPORT COSTS**

Incidental support costs are not considered part of 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.

**12. 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.

**13. DESCRIPTION OF HEALTH IT SERVICES AND PRICING**

- a. The Contractor shall provide a description of each type of Health IT Service offered under Special Item Numbers 132-56 Health IT Services and it 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 Health IT 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.

**LABOR CATEGORY DESCRIPTIONS**

SIN	Labor Category	Functional Responsibility	Minimum Education	Minimum Years of Experience
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132-51	IT Admin	The IT Admin is responsible for support administrative requirements on IT related projects. Responsibilities may include screening calls; managing calendars; making travel, meeting and event arrangements; preparing reports and financial data; training and supervising other support staff; and customer relations. Requires strong computer and Internet research skills, flexibility, excellent interpersonal skills, project coordination experience, and the ability to work well with all levels of internal management and staff, as well as outside clients and vendors. Sensitivity to confidential matters may be required	High School	5
132-51	Senior Software Developer	A Senior Software Developer must have experience in leading a team in the fielding of IT systems, networks, hardware and software of both a simple and complex nature. Must have extensive knowledge in the creation of deployment plans, the creation of cost, schedule and performance expectations based on input from all team members. Must be able to identify all activities required in the near, mid and long term phases of a program. Must have experience in a wide variety of environments and equipment. Must have experience in planning in order to ensure that deployment can be performed on schedule and with the available resources.	Bachelor's Degree in a related Field	5
132-56, 132-51	Software Testing Specialist	The Software Testing Specialist expected to design test plans, scenarios, scripts, or procedures for both IT and Health Care IT software. Will develop or specify standards, methods, or procedures to determine product quality or release readiness. May develop testing programs that address areas such as database impacts, software scenarios, regression testing, negative testing, error or bug retests, or usability. Will Document software defects, using a bug tracking system, and report defects to software developers. Document test procedures to ensure replicability and compliance with standards. Is expected to Identify program	Bachelor's Degree in a related Field	4

		deviance from standards, and suggest modifications to ensure compliance.		
132-51	Software Testing Lead	<p>The Software Testing Lead is expected to design test plans, scenarios, scripts, or procedures. Will develop or specify standards, methods, or procedures to determine product quality or release readiness. May develop testing programs that address areas such as database impacts, software scenarios, regression testing, negative testing, error or bug retests, or usability. Will Document software defects, using a bug tracking system, and report defects to software developers.</p> <p>Document test procedures to ensure replicability and compliance with standards. Is expected to Identify program deviance from standards, and suggest modifications to ensure compliance. Is expected to Install, maintain, or use software testing programs. Will monitor bug resolution efforts and track successes. Will Participate in product design reviews to provide input on functional requirements, product designs, schedules, or potential problems.</p> <p>Plan test schedules or strategies in accordance with project scope or delivery dates.</p>	Bachelor's Degree in a related Field	6
132-51	Performance Tester	<p>Responsible for performing the system and/or application testing (client server and web applications) to ensure that the system/application software is compliant with the access control exposure.</p> <p>Responsible for following the test plan, conducting the unit as well as system testing as per pre-defined test cases, complete test reporting documentation, identify bugs and the root cause.</p>	Bachelor's Degree in a related Field	6

132-56, 132-51	Release Manager	<p>The Release Manager is responsible for the Release Management lifecycle for both IT and IT HealthCare programs which includes scheduling, coordinating and the management of releases across the enterprise for multiple applications across various Portfolios. The releases can be inclusive of application updates, operating system patches, security improvements, hardware upgrades, Projects and Programs. Where necessary you'll provides tools and services to help product management and project teams manage and deploy releases into production. The position is responsible for implementing and managing release processes for the progression of code in the development, test, and production environments. The Release Manager Job function works collaboratively with all participants in software development projects and is supportive of developers and testers as they set up their build dev./test environments. This position also works with IT management to improve the software engineering processes and practices associated with continuously building, deploying, and updating software and environments.</p>	Bachelor's Degree in a related Field	7
132-56, 132-51	Manual Tester	<p>The manual tester will have experience with all aspects of both IT and Healthcare IT software product testing including test planning, documentation, execution, defect management and reporting. The position will have experience with Quality Assurance testing and manual testing of software. Knowledge of categorizing and prioritizing analysis and mapping workload for planning and forecasting is key.</p>	Bachelor's Degree in a related Field	5

132-56, 132-51	Senior Manual Tester	<p>The Senior Manual Tester will have experience with all aspects of both IT and Healthcare IT software product testing including test planning, documentation, execution, defect management and reporting. The position will have experience with Quality Assurance testing and manual testing of software. Knowledge of categorizing and prioritizing analysis and mapping workload for planning and forecasting is key. Must possess deep knowledge of integration points and the order in which these must be executed. Experience working with design, implementation, and support of knowledge management solutions and related technologies for collaborative information sharing. Experience with gap analysis and strategic roadmap/blueprint development. Experience with large Full Life Cycle (FLC) project implementations. Mastery of QA methodologies, best practices and standards</p>	Bachelor's Degree in a related Field	6
132-51	Project Manager	<p>Act as the central point of contact with the Contracting Officer, Contracting Officer's Representative and Task Managers for IT Projects. Responsible for coordinating the management of all work performed on this contract, including subcontractors, team members, and vendors. Keep in constant touch with the project managers regarding the status of various task order projects, the issues facing the project teams and effectively and regularly updates the client representatives. Also facilitate the information, which the team requires from the client to effectively implement various Task Order Projects and if necessary, escalates the burning issues to the client representatives and contract officer. All the Task Order Project</p>	Bachelor's Degree in a related Field	7

		Managers typically report to the Program Manager for that contract.		
132-51	Software Developer	Work with Software Design and Development groups to analyze software applications for functionality, performance and integration with other systems. Monitor application performance, identify bottlenecks and recommend measures to improve application performance.	Bachelor's Degree in a related Field	6
132-51	Senior Analyst	Perform information technology analysis activities to support IT relate business decisions relative to the development, enhancement, and maintenance of products and services applicable to multiple lines of business. Responsible for technically analyzing business processes, data and/or information systems, including analysis of system architecture and associated hardware/software, e.g., functional implementation of each application, database(s), platform(s), etc. Data analysis, including reliability, integrity, etc., associated processes, business logic, etc., is also included. Anticipate and identify user problems and needs. Recommend business solutions based on analysis activities, customer requirements, industry trends, and best practices/authoritative guidance.	Bachelor's Degree in a related Field	5

132-51	Senior IT Project Coordinator	<p>Performs day-to-day management of IT support operations, possibly involving multiple tasks and groups of personnel at multiple locations, on a single IT project. Demonstrates skills in the scope of work IT encompassed by the task order; provides technical guidance to the project team in performance of the work, and reviews the quality of all work products. Organizes, directs, and coordinates the planning and production of all contract support activities. Responsible for staffing, project planning, project financials, and staff direction and oversight. . Can act as the program Manager as required in managing contract performance. Possesses knowledge in software and hardware related IT field or discipline. Supports assessments of organization’s challenges using specializes skills and knowledge. Contributes to the execution of project or task plan and helps assess the impact of industry trends, policy or standard methodologies.</p>	Bachelor’s Degree in a related Field	6
132-51	Senior Testing Specialist	<p>Lead position to drive software solutions. Will propose and implement innovative methodologies to expand test coverage, including automation techniques, negative testing, stress testing and customer deployment scenarios</p> <p>Will interface with software development teams to get in depth understanding of the software architecture and design in order to drive effective test conditions for system</p> <p>Will Provide guidance to junior testers to construct effective test scenarios. Will develop and lead the software system testing process, resources, programming, projects and documentation.</p>	Bachelor’s Degree in a related Field	4



132-51	Testing Quality Assurance	<p>Provide development of project Software Quality Assurance Plan and the implementation of procedures that conforms to the requirements of the contract as detailed in Quality Assurance Surveillance Plan. Provide an independent assessment of how the project's software development process is being implemented relative to the defined process and recommends methods to optimize the organization's process. Perform regular internal audits to ensure proper quality control. Responsible for system and/or application testing (client server and web applications) to ensure that the system/application software is compliant with the access control exposure. Detailed tasks include developing a system/application test plan/design, test procedures and complete test reporting documentation, test execution and tracking, and release management. Includes testing both the functionality of the application via the front end and validate the test results vial the back-end. Testing is done using several testing tools like Load runner and WinRunner. Responsible for developing the test cases system/application test plan/design, test procedures and leading a team of testers in performing the unit, and integrated system (functional, load, regression) testing of complex software/systems. Responsible for reviewing the test reporting documentation, test execution and tracking, and release management. Responsible for ensuring that the system/application software is compliant with the access control exposure.</p>	Bachelor's Degree in a related Field	6
132-51	Load Automation Tester	<p>Responsible for the design, build, test, and deploy effective test automation solutions. To fulfill this role the Test Engineer applies appropriate automation technologies to meet the short and long term goals of the testing organization. The objective is to automate as much of the testing effort as possible with a minimum</p>	Bachelor's Degree in a related Field	5

		set of code / scripts. The focus should be on test effort not testing coverage - if one manual test case or manual test preparation process consumes a large percentage of test resources then this manual process should be the first to be automated		
132-56, 132-51	Performance Engineer	Responsively for the Design and development of IT and Healthcare IT system test cases which simulate a production workload over days and months. Will Contribute to test automation framework including core libraries development. Will develop distributed workload generators for load, stress and scalability testing against clusters of tens of nodes. Is expected to participate in product spec/design reviews to provide input on functional requirements, product designs, schedules, or potential problems regarding testability.	Bachelor's Degree in a related Field	7
132-51	Junior Testing Specialist	The junior testing specialist will have experience with all aspects of software product testing including test planning, documentation, execution, defect management and reporting. The position will have experience with Quality Assurance testing and manual testing of software. Knowledge of categorizing and prioritizing analysis and mapping workload for planning and forecasting is key. Reports to the Senior Testing Specialist. IS responsible for assuring that output from the software development process includes adequate identification and interpretation of product requirements, such as a) traceability requirements, b) test requirements, c) usability requirements, etc.	Bachelor's Degree in a related Field	2

132-51	Analyst	The Analyst I can have the following functional responsibilities: Participates in the software requirements definition, design, development, testing, and documentation of application prototypes, utilities, and solutions across multiple environments, using full life-cycle methodologies.	Bachelor's Degree in a related Field	2
132-51	Security Specialist	Responsible for ensuring that the organization's networks, as well as information, is secure. Employ continuous monitoring of intrusion detection/prevention and other perimeter defense devices. Ensure appropriate data encryption (in transit and at rest) levels based on protection needs of targeted data. Maintain awareness of system/network security posture to include vulnerability scanning to facilitate application of quick and effective corrective measures, while ensuring configuration management requirements are met. Provide technical knowledge and information assurance analysis support, to include security assessment of applications; operating systems; internet-facing interfaces, intranet and other interconnections. Strong knowledge of best practices associated with as well as appropriate authoritative guidance for physical security; network security; security risk assessments; critical infrastructure protection; continuity and contingency planning; emergency preparedness; security awareness and training. Provide analysis of existing systems vulnerabilities including possible intrusion/entry points, resource manipulation, denial of service, and/or destruction of resources. Provide technical support and analysis to document organizational information protection framework, and support policy and procedures preparation and implementation.	Bachelor's Degree in a related Field	4

132-56	Automation Tester/Testing Specialist	Interacts with other engineering groups to define, document, analyze, perform, and interpret tests for Healthcare related products, systems, components, or modifications. Identifies functional problems and suggests resolutions. Assists in the definition of internal quality control standards and the maintenance of reliability programs. Analyzes test cases and provides regular progress reports. Proficient in Automation tools such as Selenium and HP UFT.	Bachelor's Degree in a related Field	8
132-56	Project Director	Possesses expertise in program and project management related to Healthcare IT Management. Proficient in a variety of information systems and concepts, practices, and procedures. Applies extensive knowledge, skills, and abilities into developing and managing successful programs. Contributes to strategic plans and/or business development. Performs a variety of tasks. Mentors and leads the work of others. A wide degree of creativity, latitude, and leadership is expected.	Bachelor's Degree in a related Field	12
132-56	Senior Application Engineer	Possesses expertise in a variety of software, hardware, and network engineering concepts, practices, procedures, tools, programming languages, technologies, and operating systems related to healthcare IT. Possesses strong knowledge of database concepts. Relies on extensive experience and judgment to plan and accomplish goals.	Bachelor's Degree in a related Field	8
132-56	Senior Business Analyst	Reviews, analyzes, and evaluates Health Care Related business systems and user needs. Documents requirements, defines scope and objectives, and formulates systems to parallel overall business strategies.	Bachelor's Degree in a related Field	8

132-56	Project Manager	Proficient in a variety of Health Care IT project management and SDLC concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Mentors and leads the work of others. A wide degree of creativity, latitude, and leadership is expected. Usually has a PMP certification.	Bachelor's Degree in a related Field	10
132-56	Technical Architect	Responsible for defining the overall structure of a Health Care IT program or system. May act as a project manager, overseeing IT assignments and ensuring the project runs smoothly. Possesses strong communication and problem solving skills.	Bachelor's Degree in a related Field	8
132-56	System Engineer	Designs, defines, and implements total Health Care IT systems and/or network infrastructure, including the implementation and design of both hardware and software. Determines system specifications, input/output processes, and working parameters for hardware/software compatibility. Monitors and optimizes system and/or network performance. Coordinates design of subsystems and integration of total systems. Ensures the logical and systematic conversion of customer or product requirements into total systems solutions that acknowledge technical, schedule, and cost constraints. Applies higher-level business or technical principles and methods to very difficult technical problems to arrive at an automated software and hardware engineering solution.	Bachelor's Degree in a related Field	4

132-56	Team Lead	Execute sHealth Care IT technical strategy to increase efficiency and service. Interfaces with other departments for to resolve complex or emergent problems. Supervises personnel in scheduling and completing tasks and status reports, assisting with problem execution. Manages resource allocation to scope and estimate requests by determining impact on resources.	Bachelor's Degree in a related Field	6
132-56	Business Analyst	Reviews, analyzes, and evaluates Health Care IT business systems and user needs. Documents requirements, defines scope and objectives, and formulates systems to parallel overall business strategies.	Bachelor's Degree in a related Field	6
132-56	Program Analyst	Supports Health Care IT program requirements and metrics development, definition, data quality assessment, and strategic analysis. Collects and analyzes data to produce forecasts, assessments, recommendations, and reports. Provides risk management support and metrics.	Bachelor's Degree in a related Field	4
132-56	Programmer	Responsible for programming and coding of IT Healthcare software. Possesses skills in programming, data processing, and database management for health care systems.	Bachelor's Degree in a related Field	4
132-56	Technical Writer	Responsible for writing technical materials and gathering & researching information to use in Healthcare IT technical documentation. Possesses strong organization skills and the ability to observe technical processes and relay the information in a concise and effective way.	Bachelor's Degree in a related Field	2
132-56	DBA/Database Administrator	Responsible for the performance, integrity and security of a database. Involved in the planning and development of the database, as well	Bachelor's Degree in a related Field	4

		as troubleshooting any issues on behalf of users for health care related IT Systems.		
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**LABOR CATEGORY RATES - GSA SCHEDULE CONTRACT INFORMATION TECHNOLOGY (IT) SERVICES (All Rates are inclusive of IFF)**

SIN	LCAT	Feb 6 2015-Feb 5 2016	Feb 6 2016-Feb 5 2017	Feb 6 2017-Feb 5 2018	Feb 6 2018-Feb 5 2019	Feb 6 2019-Feb 5 2020
132-51	IT Admin***	\$ 52.23	\$ 53.28	\$ 54.34	\$ 55.43	\$ 56.54
132-51	Senior Software Developer	\$ 94.79	\$ 96.69	\$ 98.62	\$ 100.59	\$ 102.60
132-51	Software Testing Specialist	\$ 77.38	\$ 78.93	\$ 80.51	\$ 82.12	\$ 83.76
132-56/ 132-51	Software Testing Lead	\$ 91.89	\$ 93.73	\$ 95.60	\$ 97.51	\$ 99.46
132-51	Performance Tester	\$ 89.95	\$ 91.75	\$ 93.59	\$ 95.46	\$ 97.37
132-56/ 132-51	Release Manager	\$ 94.79	\$ 96.69	\$ 98.62	\$ 100.59	\$ 102.60
132-56/ 132-51	Manual Tester	\$ 77.38	\$ 78.93	\$ 80.51	\$ 82.12	\$ 83.76
132-56/ 132-51	Senior Manual Tester	\$ 87.05	\$ 88.79	\$ 90.57	\$ 92.38	\$ 94.23
132-51	Project Manager	\$ 118.97	\$ 121.35	\$ 123.78	\$ 126.25	\$ 128.78
132-51	Software Developer	\$ 88.99	\$ 90.77	\$ 92.58	\$ 94.43	\$ 96.32
132-51	Senior Analyst	\$ 89.23	\$ 91.01	\$ 92.83	\$ 94.69	\$ 96.58
132-51	Senior IT Project Coordinator	\$ 96.17	\$ 98.10	\$ 100.06	\$ 102.06	\$ 104.10
132-51	Senior Testing Specialist	\$ 86.26	\$ 87.98	\$ 89.74	\$ 91.54	\$ 93.37
132-51	Testing Quality Assurance Manager	\$ 95.18	\$ 97.08	\$ 99.02	\$ 101.00	\$ 103.02
132-51	Load Automation Tester	\$ 94.19	\$ 96.08	\$ 98.00	\$ 99.96	\$ 101.96

132-56/ 132-51	Performance Engineer	\$ 106.40	\$ 108.53	\$ 110.70	\$ 112.91	\$ 115.17
132-51	Junior Testing Specialist	\$ 72.54	\$ 73.99	\$ 75.47	\$ 76.98	\$ 78.52
132-51	Analyst	\$ 48.36	\$ 49.33	\$ 50.32	\$ 51.32	\$ 52.35
132-51	Security Specialist	\$ 76.35	\$ 77.87	\$ 79.43	\$ 81.02	\$ 82.64
<b>SIN</b>	<b>LCAT</b>	<b>Feb 6 2015-Feb 5 2016</b>	<b>Feb 6 2016-Feb 5 2017</b>	<b>Feb 6 2017-Feb 5 2018</b>	<b>Feb 6 2018-Feb 5 2019</b>	<b>Feb 6 2019-Feb 5 2020</b>
132-56	Automation Tester/Testing Specialist	\$ 106.40	\$ 108.53	\$ 110.70	\$ 112.91	\$ 115.17
132-56	Project Director	\$ 221.67	\$ 226.10	\$ 230.62	\$ 235.23	\$ 239.94
132-56	Senior Application Engineer	\$ 116.07	\$ 118.39	\$ 120.76	\$ 123.17	\$ 125.64
132-56	Senior Business Analyst	\$ 116.07	\$ 118.39	\$ 120.76	\$ 123.17	\$ 125.64
132-56	Project Manager	\$ 174.11	\$ 177.59	\$ 181.14	\$ 184.76	\$ 188.46
132-56	Technical Architect	\$ 149.92	\$ 152.92	\$ 155.98	\$ 159.10	\$ 162.28
132-56	System Engineer	\$ 99.06	\$ 101.04	\$ 103.06	\$ 105.12	\$ 107.22
132-56	Team Lead	\$ 93.24	\$ 95.11	\$ 97.01	\$ 98.95	\$ 100.93
132-56	Business Analyst	\$ 84.30	\$ 85.98	\$ 87.70	\$ 89.46	\$ 91.24
132-56	Program Analyst	\$ 82.20	\$ 83.84	\$ 85.52	\$ 87.23	\$ 88.97
132-56	Programmer	\$ 85.90	\$ 87.62	\$ 89.37	\$ 91.16	\$ 92.98
132-56	Technical Writer	\$ 56.90	\$ 58.04	\$ 59.20	\$ 60.39	\$ 61.59
132-56	DBA/Database Administrator	\$ 90.87	\$ 92.69	\$ 94.54	\$ 96.44	\$ 98.36

\*\*\* SCA Covered Position



## SECTION 5: EDUCATION / EXPERIENCE SUBSTITUTIONS

It is the policy of Sparksoft to hire the most capable employees for all positions. In some instances, education and experience may be substituted interchangeably in order to meet the goals of hiring the best individual for the position. The following relevant education and experience substitutions may be accepted by Sparksoft :

Degree	Experience Equivalence	Other Equivalence
Associate's	2 years relevant experience	Vocational or technical training in work-related field
Bachelor's	Associate's degree + 2 years relevant experience, or 4 years relevant experience	Professional certification
Master's	Bachelor's + 2 years relevant experience, or Associate's + 4 years relevant experience	
Doctorate	Master's + 2 years relevant experience, or Bachelor's + 4 years relevant experience	

### USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

**PREAMBLE**

Sparksoft provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

**COMMITMENT**

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact us at: