

# SKYLINE

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

**CONSOLIDATED GSA SCHEDULE FOR  
INFORMATION TECHNOLOGY PROFESSIONAL SERVICES**

**SIN C132-51  
(IT Facility Operation & Maintenance Services)  
SIN C132 51RC – Disaster Recovery Purchasing**

**CONTRACT NUMBER:  
GS-00F-0001U  
PERIOD COVERED BY CONTRACT:  
June 5, 2011 – June 4, 2016  
Includes Mod PO-0015 effective Sept 30, 2011**

**SKYLINE ULTD INC.  
16333 South Great Oaks Drive  
Suite 121  
Round Rock, TX 78681-3661  
Phone: (866) 671-9200; Fax: (703) 671-0400  
Internet Address: <http://www.skyline-ultd.com>  
Contract Administration: Carla Bourgeois  
e-Mail: [carla@skylinetech.com](mailto:carla@skylinetech.com)**

**BUSINESS SIZE: Service Disabled, Veteran Owned  
DUNS NUMBER: 039425777**

**General Services Administration  
Management Services Center Acquisition Division**

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 for GSA *Advantage!*™ is <http://www.fss.gsa.gov>. For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at <http://www.fss.gsa.gov>.

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## Customer Information

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**1a. *Awarded Special Item Numbers (SINs)***

SIN C132-51

**1b. *Identification of the Lowest Priced Model Number***

Not applicable.

**1c. *Commercial Job Titles***

These are provided in Section 2. They are valid for all SINs.

**2. *Maximum Order***

\$500,000.00

**3. *Minimum Order***

\$300.

**4. *Geographic Coverage (delivery area)***

Continental US, Alaska, Hawaii, and the District of Columbia.

**5. *Point of Production***

Not applicable.

**6. *Discount from list prices or statement of net price***

All prices shown are NET prices.

**7. Quantity discounts**

None.

**8. Prompt Payment Terms**

Net 30 Days.

**9. Government Purchase Cards**

Government Purchase Cards are accepted at or below the micro-purchase threshold.  
Government Purchase Cards are accepted above the micro-purchase threshold.

**10. Foreign items (list items by country of origin)**

None.

**11a. Time of Delivery**

The time of delivery is to be determined between the ordering agency and Skyline Ultd, Inc. on each purchase order.

**11b. Expedited Delivery, Overnight and 2-day delivery, and Urgent Requirements**

Skyline Ultd, Inc. will do its best to accommodate all ordering agency requests.

**12. F.O.B. Points**

Not applicable.

**13a. Ordering Addresses**

Skyline ULTD, Inc.  
16333 S. Great Oaks Drive  
Suite 121  
Round Rock, Texas 78681

Phone: (866) 671-9200  
Fax: (703) 671-0400

Skyline ULTD, Inc.  
427 North Lee St  
Alexandria, VA 22314  
Phone: (866) 671-9200  
Fax: (703) 671-0400

### **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**

Skyline ULTD, Inc.  
16333 S. Great Oaks Drive  
Suite 121  
Round Rock, Texas 78681

### **15. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level).**

None.

### **16. Data Universal Number System (DUNS) number**

DUNS Number: 03-942-5777

### **17. Notification regarding registration in Central Contractor Registration (CCR) database**

Skyline Ultd, Inc. is registered in the Central Contractor Registration (CCR) database.

### **18. Disaster Recovery Purchasing**

SIN C132-51RC has been incorporated to provide for state and local governments to use GSA Schedules for disaster recovery as provided for in Section 833 of the National Defense Authorization Act for Fiscal Year 2007. it authorizes the use of Federal Supply Schedules by state and local governments to facilitate recovery from major disasters, terrorism, nuclear, biological, chemical, or radiological attack.

## ***Skyline Ultd, Inc. Position Descriptions***

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### **Administrative Specialist**

Minimum/General Experience:

Familiarity with office automation applications such as MS Word, MS Excel, and MS Powerpoint.

Functional Responsibility:

Creates a variety of documents including status reports, trip reports, meeting minutes, briefing slides, file setup and maintenance, classified material, handling and storage procedures, and reproduction/publishing techniques.

Minimum Education:

High School Diploma or GED.

### **Automation Information Security (AIS) Specialist I**

Minimum/General Experience:

Three (3) years of related experience or an equivalent combination of education and training that provides the required knowledge, skills, and abilities.

Functional Responsibility:

Performs as security interface for computer resource users regarding polices, standards and procedures for organization's security program. Provides guidance and computer security information to security personnel. Conducts computer assessments and surveys on classified and unclassified resources to ensure compliance with governmental regulations and directives. Develops and conducts security training for computer system users as needed.

Minimum Education:

Associate's Degree in Computer Science or an associated discipline.

### **Automation Information Security (AIS) Specialist II**

Minimum/General Experience:

Four (4) years of related experience or an equivalent combination of education and training that provides the required knowledge, skills and abilities.

Functional Responsibility:

Performs as security interface for computer resource users regarding policies, standards and procedures for organization's security program. Conducts vulnerability scans, using commercially available tools such as Internet Security Scanner, on classified computing resources and networks. Reviews security plans for compliance with appropriate agency Orders, Manuals or Directives and make recommendations to ensure security plan requirements. Conducts AIS Security audits, assessments and surveys on classified and unclassified resources to ensure compliance with governmental regulations and directives. Maintains current knowledge base for

testing and recommending installations of all service packs and security patches for computer operation systems and major software applications. Maintains proficiency on major network security tools such as: firewalls, knowledge of computing and networking vulnerabilities, attack methods and latest detection methods. Conduct inspection of offsite computer facilities to certify compliance with security policies.

Minimum Education:

Bachelor's Degree in Computer Science or an associated discipline.

## **Computer Systems Analyst**

Minimum/General Experience:

Three (3) years of progressive related experience in integration network hardware and software configuration projects. Network integration experience includes projects conforming with or supporting the industry standards and multiple protocols. Relevant integration experience must have occurred within the past three years.

Functional Responsibility:

Analyzes general information requirements. Evaluates analytically and systematically problems of workflow, organization, and planning in order to develop appropriate corrective action. Defines the problem, and develops system requirements and program specifications, from which programmers prepare detailed flow charts, programs, and tests. Under supervision, coordinates closely with programmers to ensure proper implementation of program and system specifications.

Minimum Education:

Associate's Degree in Computer Science or an associated discipline.

## **Customer Service Technician I**

Minimum/General Experience:

Six (6) months of customer service experience, or equivalent training and experience. Knowledge of assigned hardware and/or software products required. Must have strong communications skills and be able to communicate technical issues effectively.

Functional Responsibility:

Provides first line telephone technical support regarding technical aspects of assigned products. Answers questions about installation, operation, configuration, customization and usage of assigned products. Applies basic diagnostic techniques to identify problems, investigate causes and recommend solutions to correct common failures. Escalates complex problems to senior level Customer Support Specialist.

Minimum Education:

High School Diploma or GED.

## **Customer Service Technician II**

### Minimum/General Experience:

Two (2) years of customer service experience, or equivalent training and experience. Knowledge of hardware and/or software products is required. Must have strong communications skills and be able to communicate technical issues effectively.

### Functional Responsibility:

Applies diagnostic techniques to identify problems, investigate causes and recommend solutions to correct common failures. Escalates more complex problems to senior level Customer Support Specialist. Performs by providing telephone technical support to employees regarding technical aspects of assigned products. Answers specific questions about installation, operation, configuration, customization and usage of assigned products.

### Minimum Education:

High School Diploma or GED.

## **Customer Service Technician Lead**

### Minimum/General Experience:

Four (4) years of related work experience or an equivalent combination of education and training that provides the required knowledge, skills, and abilities. Must have strong communications skills and be able to communicate technical issues effectively. Comprehensive knowledge of hardware and/or software products required.

### Functional Responsibility:

Performs by providing telephone technical support to employees regarding complex technical aspects of assigned products. Answering complex questions about installation, operation, configuration, customization and usage of assigned products. Applies advanced diagnostic techniques to identify problems, investigate causes and recommend solutions to correct common failures. Assists Customer Support Technicians with complex problems.

### Minimum Education:

Bachelor's Degree.

## **Data Communications Specialist**

### Minimum/General Experience:

One (1) year of experience in comprehensive knowledge of hardware and/or software products is required. Must have strong communications skills and be able to communicate technical issues effectively. Design and installation of integrated data and video communications networks is preferred.

### Functional Responsibility:

Performs by providing telephone technical support to employees regarding complex technical aspects of assigned products. Answering complex questions about installation, operation, configuration, customization and usage of assigned products. Applies advanced diagnostic techniques to identify problems, investigate causes and recommend solutions to correct common failures. Assisting Customer Support Technicians with complex problems.

Minimum Education:  
Bachelor's Degree.

## **Information Engineer**

Minimum/General Experience:

Four (4) years experience in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. Of the four years general experience, a minimum of two years specialized experience is required in the following: demonstrated experience in managing the implementation of information engineering projects and experience in systems analysis design and programming, using CASE and/or IDEF tools and methods. . Has experience with Object Oriented Methodologies and tools. Solid understanding of requirements needed for the establishment of an object oriented framework architecture. Demonstrated experience in the client/server environment, proven managerial and supervisory skills. Demonstrated exceptional written and oral communications skills, including giving formal presentations to different audiences. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility:

Performs by applying an enterprise-wide set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Performs enterprise wide strategic systems planning, business information planning, business and analysis. Develops analytical and computational techniques and methodology for problem solutions. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools. Applies reverse engineering and reengineering disciplines to develop migration strategic and planning documents. Provides technical guidance in software engineering techniques and automated support tools and in the adoption of associated new technologies. Provides training as required in these disciplines.

Minimum Education:

Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline.

## **Information Engineer, Sr**

Minimum/General Experience:

Six (6) years experience, of which at least four years must be specialized. Specialized experience, in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. The following experience is also required: demonstrated experience in the implementation of information engineering projects; systems analysis, design and programming using CASE and IE tools and methods, systems planning, business information planning, and business analysis. Must demonstrate the ability to work independently or under only general direction. With a Master's Degree (in the fields described above) five years general experience of which at least three years must be specialized experience is required. With a Ph.D. (in the fields described above) four years of general experience is required of which at least two years must be specialized. With six

years of general experience of which at least five years must be specialized experience, a degree is not required.

**Functional Responsibility:**

Performs business process improvement practices to re-engineer methodologies / principles and business process modernization projects. Applies, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. Assisting in establishing standards for information systems procedures. Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems. Constructs sound, logical business improvement opportunities consistent with corporate Information Management guiding principles, cost savings, and open system architecture objectives. Provides daily supervision and direction to staff.

**Minimum Education:**

Master's degree in Computer Science, Information Systems, Engineering, or other related scientific or technical discipline and six years general experience of which at least four years must be specialized experience, a Master's degree is not required. A Master of Sciences degree in Computer Science, Information Systems, Engineering, or other related scientific or technical discipline is preferred.

## **IT Systems Engineer I**

**Minimum/General Experience:**

Four (4) years of entry-level position or an equivalent combination of education and training that provides the required knowledge, skills, and abilities.

**Functional Responsibility:**

Performs by assisting in the analysis of existing systems and the definition, design and development of new system requirements. Identifies, analyzes and may resolve program support deficiencies. Participates in the determination of system specifications, input/output processes and working parameters for hardware/software compatibility.

**Minimum Education:**

Bachelor's Degree in a technical field.

## **IT Systems Engineer II**

**Minimum/General Experience:**

Four (4) years of related experience including hardware/software integration experience or an equivalent combination of education and training that provides the required knowledge, skills, and abilities.

**Functional Responsibility:**

Performs by analyzing existing systems and defines, designs and develops new system requirements. Coordinates design of subsystems and integration of total system. Identifies, analyzes and resolves program support deficiencies. Determines system specifications, input/output processes and working parameters for hardware/software compatibility.

Minimum Education:  
Bachelor's Degree in a technical field.

## **LAN Systems Technician**

Minimum/General Experience:  
Two (2) years related experience or an equivalent combination of related experience, training and education needed to ensure the specified skill level. Additional Certifications desired include MSCE, CNE, CNS, CISCO or SUN. Must be required to be familiar with Commercial Off the Shelf (COTS) e-mail packages. Must be familiar with different network protocols including, but not limited to, TCP/IP and IPX/SPX. Must be familiar with Novell operating systems 4.x and higher.

Functional Responsibility:  
Performs tasks on both the hardware and software system solutions including the subsystem level. Ensures that technical designs are properly documented. Performs reliability determinations, and participates in the overall testing of network design and protocols circuitry. Installs and modifies computer systems software. Performs research on new and existing computer systems software. Installs peripheral computer equipment and insures the equipment functions properly. Must be familiar with LAN security for LAN/WAN applications.

Minimum Education:  
Associate's Degree.

## **Network Engineer I**

Minimum/General Experience:  
Two (2) years of progressive related experience.

Functional Responsibility:  
Responsible for the design, configuration and implementation of Wide Area Networks (WANs). Evaluates network performance using hardware and software diagnostic tools. Designs, configures, tests, implements and maintains telecommunications and LAN operation support activities, and supports application programmers working in that environment. Provides technical support in evaluating and resolving network and processor problems. Participates in planning and installation of new networks and ADP hardware. Evaluates network changes for operational impact.

Minimum Education:  
Bachelor's Degree.

## **Network Engineer II**

Minimum/General Experience:  
Four (4) years of experience in electronics, data communications or telecommunications positions is preferred.

#### Functional Responsibility:

Oversees all technical phases of systems. Designs, engineers and plans overall site activities, including inside and outside plant specifications, equipment room layout, and hardware configuration. Assists the Project Manager in the determination of labor hours and categories needed to perform site surveys resulting from a network design Task Order. Formulates logical designs of system problems and devise procedures for solutions to the problems. Gives support to other network support staff. Oversees all technical documentation activities and determine documentation specification methods and technical support manuals.

#### Minimum Education:

Bachelor's Degree in a related discipline.

### **Program Director**

#### Minimum/General Experience:

Five (5) years of general experience and specialized experience in supervision of task order contracts and ADP-type projects.

#### Functional Responsibility:

Administrative oversight handles contractual matters and serves as a liaison between the Customer Representative and corporate management. Ensures that all activities conform to the terms and conditions of the contract and task-ordering procedures. Plans, organizes, and controls the overall activities of the project, i.e., project management, technical work, quality of work, schedule, and costs associated with various task orders issued under the contract. Consults with users to reduce costs and maximize efficiency in achieving the stated requirements. Coordinates activities and seeks resolution of contractual and technical problems while working with the Customers Program Manager.

#### Minimum Education:

Master's Degree in Computer Science, Engineering, Mathematics, Business Management, or equivalent

### **Project Manager**

#### Minimum/General Experience:

Four (4) years of progressive related experience.

#### Functional Responsibility:

Under the guidance of the Program Manager, responsible for the overall management of the specific task order(s) and insuring that the technical solutions and schedules in the task order are implemented in a timely manner. Serves as the project manager for a large, complex task order (or a group of task orders affecting the same common/standard/migration system) and shall assist the Program Manager in working with the Customer's Representative, management personnel and customer agency representatives. Performs enterprise wide horizontal integration planning and interfaces to other functional systems.

Minimum Education:

Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline

## **Staff Engineer**

Minimum/General Experience:

Four (4) years of professional experience

Functional Responsibility:

Performs tasks to develop systems in areas requiring hardware or software solutions. Prepares work statements. Participates in and initiates concept development and trade-off studies. Directs design of information management equipment and systems. Describes interfaces among various subsystems. Prepares program and test specifications. Selects performance levels of components and subsystems. Devises appropriate tests to use in evaluating, debugging, and checking of equipment and systems for accurate and dependable conformance to specifications. Prepares complete documentation of methods, procedures and design. Assists with implementation of combined hardware/software systems.

Minimum Education:

Bachelor's degree in Engineering or related discipline.

## **System Administrator**

Minimum/General Experience:

Two (2) years of entry-level position with knowledge of computer systems and data communications.

Functional Responsibility:

Provides system backup/recovery, basic software management, security management, and library management, operating computer systems in different operating environments, sizing, performance, tuning, hardware/software trouble shooting and resource allocation.

Minimum Education:

Bachelor's Degree in Computer Science, Engineering or other business related discipline.

## **System Analyst**

Minimum/General Experience:

Two and a half (2.5) years experienced in design and maintenance of database management systems. Knowledgeable of pertinent industry and Government standards (such as MIL-STDs) and structured (such as AFMC) system development processes.

Functional Responsibility:

Performs in assessing requirement for new or modified management information systems, performing detailed systems design, preparing written specifications, data modeling, programming, and conducting module and integration tests.

Minimum Education:

Bachelor's degree in Engineering or in a related technical discipline.

## **Technical Specialist**

Minimum/General Experience:

Two and a half (2.5) years of specialized experience in software development and design in support of document conversion is desirable.

Functional Responsibility:

Ensures that all software programs and systems developed in support document management system conform meet functional/operational specifications. Responsible for software design and development; systems design, integration, installation and administration to support microform of digital-based document management systems.

Minimum Education:

Bachelors degree or significant experience may be substituted for degree requirement.

## **Technical Team Leader**

Minimum/General Experience:

Four (4) years of related work experience or an equivalent combination of education and training that provides the required knowledge, skills, and abilities.

Functional Responsibility:

Oversees all activities associated with team support considerations in evaluating and ensuring all support requirements have been satisfied. Directs and coordinates the work activities of team members. Applies expert knowledge to team activities. Responsible for employment, training and discipline of assigned employees.

Minimum Education:

Bachelor's Degree in a related discipline.

## **Technical Writer**

Minimum/General Experience:

One (1) year experience in program documentation for management information systems.

Functional Responsibility:

Assists in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and reports. Under direction will write and rewrite functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents.

Minimum Education:

Bachelor's Degree.

## **Technology Analyst**

Minimum/General Experience:  
Two (2) years related experience.

Functional Responsibility:

Must be able to: (1) Document an organization's current business process flows; (2) Design, code and test functional components of information systems according to project specifications; (3) Identify and document functional requirements for information systems; (3) Develop project documentation and user training materials according to program specifications; (4) Conduct user training sessions; (5) Prepare communications plans; (6) Produce database extracts; (7) Provide technical support to software development teams; (7) Perform program management support tasks, such as status reporting and work plan maintenance. Possess special skills in premium technologies, such as packaged enterprise software tools (e.g., Baan, SAP, PeopleSoft and Oracle) and other premium market-driven technologies. Directed to exercise core skills on projects, or direct small teams.

Minimum Education:  
Bachelor's Degree.

## **Technology Consultant**

Minimum/General Experience:  
Four (4) years related experience. Possess at least two years of experience in information systems implementation, change management efforts or business process redesign, including at least six months experience in premium technologies.

Functional Responsibility:

Qualified to perform tasks such as: (1) Develop functional and technical information system designs; (2) Supervise business integration analysts in the development of software designs, computer programming, system testing or training curricula; (3) Lead business process redesign teams in the development of new business process architectures; (4) Design training programs for information systems users; (5) Participate in quality reviews to ensure work complies with specified standards; (6) Develop team work plans; (7) Perform workflow analyses; (8) Design and manage databases; (9) Define information systems requirements; and (10) Assist in project budget preparation. Possess special skills in premium technologies, such as packaged enterprise software tools (e.g., Baan, SAP, PeopleSoft and Oracle) and other premium market-driven technologies.

Minimum Education:  
Bachelor's Degree or three (3) additional years of related experience.

## **Telecommunications Engineer**

Minimum/General Experience:  
Five (5) years related experience. Qualified in the conceptual, development and acquisition processes and pertinent MIL-SODS. Experience in the planning, designing, development, testing and analysis of all types of communications systems. Requires knowledge of an experience in

installation, implementation, operation and maintenance of communications software/protocols. Also, communications transmission technology using communication-computer standards recognized by IEEE, ISO, CCITT, NIST, and MIL-STDs.

**Functional Responsibility:**

Assist in the support of the translation of business requirements into telecommunications requirements, designs, and orders. Assist in the analysis of telecommunications alternatives in support of strategic efforts. Provide enhancement designs for small to medium-scale infrastructures. Provide interface support to telecommunications end users. Experience and knowledge in several of the following areas is desirable: telecommunications infrastructure, technology, and telecommunications engineering best practices; TCP/IP, routing protocols, LAN switching, Internet and Intranet systems, and SNMP based network management systems.

**Minimum Education:**

Bachelor's degree or equivalent experience in Electrical Engineering or in a related formal computer sciences or communications discipline.

## **Trainer I**

**Minimum/General Experience:**

Two (2) years experience or an equivalent combination of related experience, training and education needed to ensure the specified skill level. One (1) year of which must be specialized. Specialized experience includes experience in developing and providing end-user training on voice/data telecommunications services and/or hardware and system operation.

**Functional Responsibility:**

Prepares student materials including handouts, completion certificates, and course critique forms. Assists the Senior Training Specialist in the conduct of formal classroom courses, workshops, and seminars, as needed. Using material provides training to customers as specified in the task order.

**Minimum Education:**

High School Diploma or GED.

## **Trainer II**

**Minimum/General Experience:**

Four (4) years experience or an equivalent combination of related experience, training and education needed to ensure the specified skill level. Two (2) years of experience must be specialized. Specialized experience includes developing and presenting end user training in the areas of voice and data services including networks, terminal equipment, software, and system operation. Also required is the demonstrated ability to communicate orally and in writing and the ability to work independently or under only general direction.

**Functional Responsibility:**

Prepares all instruction materials (course outlines, background material, and training aids). Prepares all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Conducts the research necessary to develop and revise training

courses and prepares appropriate training catalogs. Trains personnel by conducting formal classroom courses, workshop, and seminars. Provides supervision and direction to staff.

Minimum Education:  
Bachelor's Degree.

## **Sr Program Manager**

Minimum/General Experience: Three (3) years

Functional Responsibility: Under guidance from the client, responsible for the overall management of all tasks and projects for the client. Ensures technical solutions and schedules are implemented in a timely manner. Performs enterprise-wide horizontal integration planning and interfaces to other functional systems.

Minimum Education: Ability to ensure subordinate managers perform tasks in a timely and successful way. Superior oral and written skills are essential. Three years as a Program Manager for information technology projects. Bachelor's degree in Information Management and/or equivalent technical experience.

## **Web Developer**

Minimum/General Experience: One (1) year

Functional Responsibility: Proficiency in web based development and design using ASP, VBScript, JavaScript, TSQL, and DHTML. Candidate will have extensive knowledge of the software development lifecycle and will be responsible for verifying and documenting user requirements, developing and presenting prototypes, programming, testing and implementing the web portal. The qualified candidate will be a detail-oriented and highly motivated self-starter that is able to work closely in a collaborative role with other team members.

Minimum Education: One or more years of experience in the development of complex server based, client/server, and n-tiered applications preferred. Minimum of an Associate's Degree in Computer Science, Information Technology, or relevant technical discipline or associated relevant operational experience.

## **Database Specialist**

Minimum/General Experience: One (1) year

Functional Responsibility: Includes the work of Database Managers, Developers, Designers, and Administrators. Develops, installs, configures and maintains databases. Provides technical expertise and guidance in the definition, control, integrity, operations, and management of database management systems. Construct, install and test the database system. Write manuals or explain database's function. Implements data models and database designs, data access and table maintenance codes; resolves database performance issues, database capacity issues, replication,

and other distributed data issues. Analyzes systems and design technical and database computer systems to identify problems and recommends change as needed. If database is web based, candidate will preferably have extensive knowledge of the software development lifecycle and will be responsible for verifying and documenting user requirements, developing and presenting prototypes, programming, testing and implementing the web portal.

**Minimum Education:** One or more years of technical experience administering, maintaining, developing and/or implementing policies and procedures on a database. Minimum of an Associate's Degree in Computer Science, Information Technology, or relevant technical discipline and/or equivalent business or technical experience is preferred.

***Blanket Purchase Agreement  
Federal Supply Schedule***

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and Skyline Ultd, Inc. (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 FS-35F-0538N.

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

BPA NUMBER \_\_\_\_\_

(CUSTOMER NAME)  
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number FS-35F-0538N, 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:

DESTINATION DELIVERY 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:

OFFICE POINT 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.