



# AUTHORIZED INFORMATION TECHNOLOGY SCHEDULE PRICELIST GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT, SOFTWARE AND SERVICES

#### SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

FPDS Code D302 IT Systems Development Services
FPDS Code D306 IT Systems Analysis Services
FPDS Code D308 Programming Services
FPDS Code D310 IT Backup and Security Services
FPDS Code D311 IT Data Conversion Services
FPDS Code D317 Automated News Services, Data Services, or Other Information Services
FPDS Code D399 Other Information Technology Services, Not Elsewhere Classified

Note: Contractor has been awarded under the Cooperative Purchasing and Disaster Recovery Programs.

**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 <u>not</u> 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.

### Penobscot Bay Media, LLC dba Pen Bay Media

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Contract Number: <u>GS-35F-426DA</u>

Period Covered by Contract: August 3, 2016 through August 2, 2021

General Services Administration Federal Acquisition Service

Products and ordering information in this Authorized FAS Information Technology Schedule Pricelist are also available on the GSA Advantage! System. Agencies can browse GSA Advantage! by accessing the Federal Acquisition Service's Home Page via the Internet at <a href="http://www.gsa.gov/fas">http://www.gsa.gov/fas</a>



- 1a. Table of awarded the special item number with appropriate cross-reference to item descriptions and awarded price.
  - Special Item No.132-51 Information Technology Professional 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.

  See Price Sheet
- 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. Skill category descriptions begin on page 10.
- 2. Maximum order. \$500,000
- 3. Minimum order. \$100
- 4. Geographic coverage. *Domestic only*
- 5. Point of production. Same as company address.
- 6. Discount from list prices or statement of net price. Government prices are net.
- 7. Quantity discounts. 1% for orders over \$350,000
- 8. Prompt payment terms. *None*, *NET 30*
- 9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold.
- 9b. Notification that Government purchase cards are accepted above the micro-purchase threshold.
- 10. Foreign items. *None*
- 11a. Time of delivery. As negotiated on the task order level.
- 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 lists that have expedited delivery.

  As negotiated on the task order level.
- 11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery is available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery.

  \*\*As negotiated on the task order level.\*\*



- 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.
  - As negotiated on the task order level.
- 12. F.O.B. point. Not Applicable
- 13a. Ordering address. Same as company address.
- 13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3. For supplies and services, the ordering procedures, and information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.
- 14. Payment address. Same as company address.
- 15. Warranty provision. *Not Applicable*
- 16. Export packing charges, if applicable. Not Applicable
- 17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level). *None*
- 18. Terms and conditions of rental, maintenance, and repair. *Not Applicable*
- 19. Terms and conditions of installation. *Not Applicable*
- 20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices. *Not Applicable*
- 20a. Terms and conditions for any other services. *Not Applicable*
- 21. List of service and distribution points. *Not Applicable*
- 22. List of participating dealers. *Not Applicable*
- 23. Preventive maintenance. *Not Applicable*
- 24a. Special attributes such as environmental attributes. *Not Applicable*
- 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. contractor's website or other location.) The EIT standards can be found at: www.Section508.gov/. www.penbaymedia.com
- 25. Data Universal Number System (DUNS) number. 022534205
- 26. Notification regarding registration in SAM.gov (formerly the Central Contractor Registration) database. *CAGE Code: 3AXL3*



# TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (II) 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

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, 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. SUBSTITUTIONS

Penobscot Bay Media, LLC reserves the right to make the following substitutions in the education and/or experience requirements of any of the service skill categories set forth herein.

- 1. Two years of work experience in the related technology area may be substituted for an Associate's Degree.
- 2. Four years of work experience in the related technology area may be substituted for a Bachelor's Degree.
- 3. Certification related to the technology is equivalent to two years of experience or education requirement.

#### 17. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

See Labor Category descriptions included herein.

#### Commercial Job Title: Administrative Assistant

Minimum/General Experience: 1 year experience in an office administration or support role and a demonstrated proficiency in Microsoft Office Professional software (e.g., Word, Excel, etc.) required.

Functional Responsibility: Coordinates and performs office administration and support. Interfaces directly with client, though usually not at the client location, to support project operations as required. Provides documentation support, project administration assistance, general office support, human resource support, event planning and administration, office logistics, supplies, etc.

Minimum Education: Minimum High School. A.A. or B.A. in business preferred.

#### **Commercial Job Title: Analyst**

Minimum/General Experience: 1 year of experience in relevant subject matter appropriate for software and/or multimedia products.

Functional Responsibility: Evaluates drafts or finished products for quality assurance and spot inconsistencies/errors and coordinate appropriate corrections.

Minimum Education: Associate's degree or higher from an accredited College or University, or equivalent work experience in related discipline.

#### Commercial Job Title: Data Management Specialist

Minimum/General Experience: 5 years of experience and demonstrated experience using database management systems (DBMS) technologies, application design utilizing database management systems, and DBMS internals. General experience includes increasing responsibilities in DBMS systems analysis and programming. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility: Provides highly technical expertise in the use of DBMS. Evaluates and recommends available DBMS products to support validated user requirements. Defines file organization, indexing methods, and security procedures for specific user applications.

Minimum Education: Associate's degree from an accredited College or University, or equivalent work experience in related discipline.



#### Commercial Job Title: Database Administrator

Minimum/General Experience: 5 years of experience and demonstrated experience administering current database management systems (DBMS) technologies in an enterprise network environment. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility: Evaluates and designs existing or proposed systems to structure and access databases. Analyzes database requirements of the user department, applications programming, and operations. Submits recommendations for solutions that require definition of the physical structure and functional capabilities of databases and require data security and data backup/recovery specifications. Proposes detailed specifications and flowcharts and coordinates installation of revised or new systems.

Minimum Education: B.A./B.S. minimum in computer science, GIS or related field; Master's degree or advanced certifications preferred.

#### Commercial Job Title: GIS Analyst

Minimum/General Experience: Minimum 1 years' experience in GIS or a related scientific or technical field.

Functional Responsibility: Provide database development support in creating cartographic and digital data products. They provide systems analysis support for the enhancement of new or existing GIS systems and networks. Areas of expertise include performing source document preparation, QA/QC, data conversion, editing, and other tasks utilizing ESRI's ArcGIS software. Designs and implements efficient production tools and coordinate work flow with project personnel.

Minimum Education: B.S./B.A. in engineering, GIS or environmental sciences discipline.

#### Commercial Job Title: GIS Application Developer

Minimum/General Experience: Requires 3 years developing applications for geographic information systems. Must possess expertise in a variety development languages and software applications. Must be proficient in programming development languages, Internet markup languages and other technologies related to application development.

Functional Responsibility: Construct software code, implement software conversions, conduct systems and data analysis, conduct testing, perform implementation and training. Involved in the coding and implementation of complex application software and database conversion projects. Provide program specifications, operating procedures, troubleshooting routines and training courses as needed.

Minimum Education: Bachelor's degree in computer science, GIS or related field.

#### Commercial Job Title: Graphic Designer I

Minimum/General Experience: 1 year of experience that is directly related to graphics design.

Functional Responsibility: Utilizes knowledge of graphic design fundamentals and technology to develop graphics and miscellaneous media files for multiple projects. May include line drawings, digital images, flow charts, slide presentations, animations, video stills/clips, and simulations. Uses various computer graphics software programs. May participate in the design and creation of videos using computer and video equipment and cameras.

Minimum Education: Associate's degree from an accredited College or University, or equivalent work experience in related discipline.



#### Commercial Job Title: Graphic Designer III

Minimum/General Experience: 5 years of experience directly related experience in graphics design. Requires hands-on experience with the following software: PhotoShop, Illustration Package (CorelDraw, Illustrator, etc), 3D Modeling, Animation, Web-Design and HTML, Authoring of Courseware and Internet Sites.

Functional Responsibility: Utilizes current graphic design technology and computer software packages to produce and develop high-level graphics and miscellaneous media files for multiple projects. May include line drawings, digital images, flow charts, slide presentations, animations, video stills/clips, and simulations. Provides technical training and guidance to lower-level graphics personnel. Exercises creative judgment and originality by translating needs into graphics capabilities. Ensures all tasks assigned comply with project requirements and company quality standards.

Minimum Education: Associate's degree from an accredited College or University, or equivalent work experience in related discipline.

#### Commercial Job Title: Network Administrator

Minimum/General Experience: Minimum 4 years' experience in computer network administration at the enterprise level. Must have technical expertise in network systemadministration to include operation, administration and maintenance of networks for medium to large scale computing environments.

Functional Responsibility: Personnel in this labor category perform system design, database management and support of web hosting infrastructures for Penobscot Bay Media. Responsibilities may include maintenance of logs, initiate failure/trouble reports, maintenance of user profiles, accesses, resources, backup files and processes, domain integrity and configuration. Analyze network application functional requirements and designs effective database solutions; provides advanced training and assistance on network related topics.

Minimum Education: B.S./B.A in computer science or related field.

#### Commercial Job Title: Program Manager

Minimum/General Experience: Minimum 3 years' experience directly engaged in supervising technical personnel and managing all aspects of a technical program or group of related projects, including budgets, schedules and resource management.

Functional Responsibility: Monitors each task, and keeps abreast of all problems and accomplishments. Anticipates problems, and works to mitigate the anticipated problems. Provides technical direction for the complete systems development effort. May serve as a technical authority for a design area. As a staff specialist or consultant, resolves unique and unyielding systems problems using new technology. Schedules and assigns duties to subordinates. Interacts with government management personnel. Reports in writing and orally to contractor management and government representatives, including the government contracting officer.

Minimum Education: Bachelor's degree in IT-related field, project management certification preferred.



#### Commercial Job Title: Programmer I

Minimum/General Experience: 1 Year of experience and must possess knowledge of software design and development methods and principles, systems development life cycle model, including specialized skills in one application language, such as C++, C#, JAVA, or Visual Basic, in one distributed operating environment or knowledge in using one or more relational or object-oriented database, such as ORACLE, Microsoft SQL Server, SYBASE or INFORMIX, or other specialized expertise such as transaction processing, gaming, systems internals, etc.

Functional Responsibility: Perform as a member of a software development team to complete software design, development and maintenance tasks as assigned by Program Manager. Ensure work tasks are in compliance with requirements and technical functionality, operation and performance, and in compliance with established industry standards and methods and internal standards methods and procedures. In addition, perform programming, integration and test functions utilizing technical skills to effectively satisfy technical and functional requirements.

Minimum Education: Bachelor's degree.

#### Commercial Job Title: Programmer II

Minimum/General Experience: Minimum of 2 years' experience in object-oriented software development as a computer systems or applications programmer. Additionally, the Programmer II must have demonstrated extensive expertise in and knowledge of software design and development methods and principles, systems development life cycle model, Rapid Application Development (RAD), including specialized skills in one or more specific application language, such as C++, C#, JAVA, or Visual Basic, in one or more distributed operating environments using one or more relational or object oriented database, such as ORACLE, Microsoft SQL Server, SYBASE or INFORMIX, or other specialized expertise such as transaction processing, gaming, systems internals, etc. The Programmer II possesses demonstrated expertise in working as a technical member in software development teams.

Functional Responsibility: Perform as a member of a software development team to complete software design, development and maintenance tasks as assigned by the Program Manager. Ensure work tasks are in compliance with requirements and technical functionality, operation and performance, and in compliance with established industry standards and methods and internal standards methods and procedures. In addition, perform programming, integration and test functions utilizing technical skills to effectively satisfy technical and functional requirements.

Minimum Education: Bachelor's degree.

#### Commercial Job Title: Programmer III

Minimum/General Experience: Minimum of 4 years' experience in object-oriented software development as a computer systems or applications programmer. Additionally, the Programmer III must have demonstrated extensive expertise in and knowledge of software design and development methods and principles, systems development life cycle model, Rapid Application Development (RAD), including specialized skills in one or more specific application language, such as C++, C#, JAVA, or Visual Basic, in one or more distributed operating environments using one or more relational or object oriented database, such as ORACLE, Microsoft SQL Server, SYBASE or INFORMIX, or other specialized expertise such as transaction processing, gaming, systems internals, etc. The Programmer III possesses demonstrated expertise in serving as the technical lead of software development teams.

Functional Responsibility: Perform as Lead Programmer for a software development team in the full range of software development tasks, addressing the more complex technical tasks and ensure compliance to requirements and technical functionality, operation and performance, and in compliance with established industry standards and



methods. In addition, perform programming and analytical functions utilizing technical skills to effectively satisfy technical and functional requirements. Research and analyze technical issues and make recommendations to superiors for review and acceptance.

Minimum Education: Bachelor's degree.

#### Commercial Job Title: Technical Analyst

Minimum/General Experience: Requires 2 years' experience managing some technical development aspects of geographic information systems. Must be proficient in the use of ESRI software, computer system design implementation and integration techniques.

Functional Responsibility: Perform technical analysis of IT systems. Write software documentation to design specifications developed by Senior Staff. Design and implement data conversion procedures, perform software and database quality control and system wide analysis on software development projects. They are directly involved in the requirements analysis and field interviews for the completion of project work plans and design documents.

Minimum Education: B.S./B.A. in technology or environmental sciences discipline.

#### Commercial Job Title: Technical Writer/Illustrator I

Minimum/General Experience: Minimum of 1 years' experience in either technical writing with an area of concentration, or computer graphics design and illustration. The Technical Writer/Illustrator I is capable of in serving as a member of a team of technical writers/illustrators and/or animation software developers.

Functional Responsibility: Serve as member of technical writers reporting to a TWIII to as sist in the design, development and implementation of computer-based (CBT), or interactive courseware (ICW) content or instructional design at the Level Three or higher complexity and/or design course content, advanced application/WEB-based HELP systems, story line development and implementation for specific applications as directed by the TWIII or designated supervisor. The TWI will undertake and complete tasks as assigned by the TWIII. Ensure the tasks fully comply with the contract requirements technical specifications and internal standards and procedures.

Minimum Education: Associate's Degree.



## Penobscot Bay Media, LLC Authorized Schedule 70 Pricelist

	August 3, 2016	August 3, 2017	August 3, 2018	August 3, 2019	August 3, 2020
LABOR CATEGORY	- August 2, 2017	– August 2, 2018	– August 2, 2019	– August 2, 2020	– August 2, 2021
Administrative Assistant	\$54.21	\$55.30	\$56.40	\$57.53	\$58.68
Analyst	\$98.05	\$100.01	\$102.01	\$104.05	\$106.13
Data Management Specialist	\$131.83	\$134.47	\$137.16	\$139.90	\$142.70
Database Administrator	\$132.16	\$134.81	\$137.50	\$140.25	\$143.06
GIS Analyst	\$99.58	\$101.57	\$103.60	\$105.68	\$107.79
GIS Application Developer	\$93.49	\$95.36	\$97.27	\$99.21	\$101.20
Graphic Designer I	\$68.17	\$69.53	\$70.92	\$72.34	\$73.79
Graphic Designer III	\$110.29	\$112.50	\$114.75	\$117.04	\$119.38
Network Administrator	\$120.80	\$123.21	\$125.68	\$128.19	\$130.76
Program Manager	\$126.05	\$128.57	\$131.14	\$133.76	\$136.44
Programmer I	\$103.07	\$105.13	\$107.23	\$109.38	\$111.57
Programmer II	\$110.13	\$112.33	\$114.57	\$116.87	\$119.20
Programmer III	\$122.17	\$124.61	\$127.10	\$129.64	\$132.24
Technical Analyst	\$109.93	\$112.13	\$114.37	\$116.66	\$118.99
Technical Writer/Illustrator I	\$94.31	\$96.20	\$98.12	\$100.09	\$102.09