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

CONTRACT NUMBER: 47QRAA18D0012
CONTRACT PERIOD: 10/31/17 through 10/31/22
Effective as of Modification PO-0016, dated 03/14/2022

Multiple Award Schedule – Category H – Professional Services

CONTRACTOR: MDC Global Solutions LLC
10440 Balls Ford RD STE 160
Manassas, Virginia 20109-2502
Web: http://www.mdc-llc.com/

CONTRACT ADMINISTRATOR: Marvin Davis
President
Tel: (301) 861-7984
Fax:(800) 508-4924
marvin@mdc-llc.com

BUSINESS SIZE: Small Business
Small Disadvantaged Business
Service-Disabled Veteran-Owned Small Business

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: GSAAdvantage.gov.

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.
1a. **TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs):**

<table>
<thead>
<tr>
<th>SIN</th>
<th>Recovery SIN</th>
<th>SIN Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>541219</td>
<td>541219RC</td>
<td><em>Budget and Financial Management Services</em></td>
</tr>
<tr>
<td>541611</td>
<td>541611RC</td>
<td><em>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</em></td>
</tr>
<tr>
<td>OLM</td>
<td>OLMRC</td>
<td><em>Order-level Materials</em></td>
</tr>
</tbody>
</table>

1b. **LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH AWARDED SIN:** See Appendix A

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

2. **MAXIMUM ORDER THRESHOLD:** $1,000,000

3. **MINIMUM ORDER THRESHOLD:** $100.00

4. **GEOGRAPHIC COVERAGE:** 50 States, DC, and US Territories

5. **POINT(S) OF PRODUCTION:** United States

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

7. **QUANTITY DISCOUNT(S):** None

8. **PROMPT PAYMENT TERMS:** Net 30 days

   Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. **FOREIGN ITEMS:** None

10a. **TIME OF DELIVERY:** 30 Days ARO

10b. **EXPEDITED DELIVERY:** Contact Contractor if Available

10c. **OVERNIGHT AND 2-DAY DELIVERY:** Contact Contractor if Available

10d. **URGENT REQUIREMENTS:** Agencies can contact the Contractor’s representative to affect a faster delivery. Customers are encouraged to contact the Contractor for the purpose of requesting accelerated delivery.

11. **FOB POINT:** Destination

12a. **ORDERING ADDRESS:** Same as contractor

12b. **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.

13. **PAYMENT ADDRESS:** Same as contractor

14. **WARRANTY PROVISION:** N/A

15. **EXPORT PACKING CHARGES:** None

16. **TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE):** Not Applicable

17. **TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE):** Not Applicable
18a. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE): Not Applicable

18b. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE): Not Applicable

19. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE): Not Applicable

20. LIST OF PARTICIPATING DEALERS (IF APPLICABLE): Not Applicable

21. PREVENTIVE MAINTENANCE (IF APPLICABLE): Not Applicable

22a. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants): Not Applicable

22b. SECTION 508 COMPLIANCE FOR ELECTRONIC AND INFORMATION TECHNOLOGY (EIT): N/A. The EIT standards can be found at: www.Section508.gov.

23. UNIQUE ENTITY IDENTIFIER (UEI) NUMBER: 800250073

24. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE: Contractor has an active registration in the System for Award Management (SAM) database.
## Appendix A – Price List

<table>
<thead>
<tr>
<th>SIN</th>
<th>LABOR CATEGORY</th>
<th>10/31/17 - 10/30/18</th>
<th>10/31/18 - 10/30/19</th>
<th>10/31/19 - 10/30/20</th>
<th>10/31/20 - 10/30/21</th>
<th>10/31/21 - 10/30/22</th>
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<tr>
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</tr>
<tr>
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<tr>
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<td>Program Analyst V</td>
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<td>$126.83</td>
<td>$129.24</td>
<td>$131.70</td>
</tr>
</tbody>
</table>

The Service Contract Labor Standards is applicable to this contract as it applies to the entire Multiple Award Schedule and all services provided. While no specific labor categories have been identified as being subject to SCLS due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), this contract still maintains the provisions and protections for SCLS eligible labor categories. If and/or when the contractor adds SCLS labor categories/employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.
Appendix B – Labor Category Descriptions

**Business Analyst II**

**Education:** Bachelor’s degree

**Experience:** 2 Years

**Daily job duties:** Positions that perform tasks related to project management, research, analysis, and computer skills, with an emphasis on business and/or data management and reporting in support of customer projects and programs. May perform technical analysis to determine present and predicted performance. Perform required economic research and studies related to the projects. Gathers and analyze data and provides solutions, and summary reports as required. Under functional supervision, positions at this level perform assigned technical work tasks including monitoring forecasts, spending plans, and preparing financial reports. They determine work methods and processes to carry out their daily work tasks. They determine close out and current financial documentation. Positions interact with MDC customers to exchange financial analysis and/or advise on dates of spending plans/budgets various actuals. They require specialized financial knowledge systems and abilities prior relevant government/DOD financial work experience. Makes routine technical decisions for the completion of assigned projects in area of expertise under project supervision.

**Business Analyst III**

**Education:** Bachelor’s degree

**Experience:** 5 Years

**Daily job duties:** Positions that perform tasks related to project management, research, analysis, and computer skills, with an emphasis on business and/or data management and reporting in support of customer projects and programs. May perform technical analysis to determine present and predicted performance. Perform required economic research and studies related to the projects. Gathers and analyze data and provides solutions, and summary reports as required. Under project supervision, positions at this level lead the daily financial operations for an assigned MDC customer. They serve as a team leader and may provide people work assignments. They make decisions on financial procedures and reporting. Positions interact with MDC clients to advise them on funding status and spending implications. They require in-depth financial analysis knowledge, skills and abilities and require considerable prior government/DoD work experience. Makes independent analyses/assessments/decisions related to major projects or overall project planning and execution.

**Business Analyst IV**

**Education:** Bachelor’s degree

**Experience:** 8 Years

**Daily job duties:** Positions that perform tasks related to project management, research, analysis, and computer skills, with an emphasis on business and/or data management and reporting in support of customer projects and programs. May perform technical analysis to determine present and predicted performance. Perform required economic research and studies related to the projects. Gathers and analyze data and provides solutions, and summary reports as required. Under project supervision, positions at this level lead the daily financial operations for an assigned MDC customer. They serve as a team leader and may provide people work assignments. They make decisions on financial procedures and reporting. Positions interact with MDC clients to advise them on funding status and spending implications. They require in-depth financial analysis knowledge, skills and abilities and require considerable prior government/DoD work experience. Makes independent analyses/assessments/decisions related to major projects or overall project planning and execution.
**Business Analyst V**

**Education:** Bachelor’s degree  
**Experience:** 12 Years

**Daily job duties:** Positions that perform tasks related to project management, research, analysis, and computer skills, with an emphasis on business and/or data management and reporting in support of customer projects and programs. May perform technical analysis to determine present and predicted performance. Perform required economic research and studies related to the projects. Gathers and analyze data and provides solutions, and summary reports as required. Under MDC leadership supervision, positions at this level are responsible for managing the daily operations and delivery of financial management services of an assigned MDC customer. They have people management and policy execution accountabilities and establish financial policies and systems to help ensure MDC customers are in compliance with established government DoD/financial rules and regulations. They make daily financial analysis decisions to deliver financial reporting to MDC customers. Positions interact with MDC customers to advise and coach them on delivery of financial presentations and briefings. They require expert financial analysis knowledge, skills and abilities and require significant prior financial DoD/government experience. Broad decision making- position exercising considerable independence of action to achieve desired outcomes/results.

**Clinical Analyst III**

**Education:** Bachelor’s degree  
**Experience:** 3 Years

**Daily job duties:** Positions that primarily require a scientific research certification, medical license, clinical trial and other related laboratory knowledge, skills, and abilities. Under project supervision, positions at this level perform highly technical work activities/operations in support a clinical investigation and/or trial for an assigned MDC customer. They design, support, and develop accountabilities. They make work methods and process operations decisions. Positions interact with MDC customers to advise on clinical methodologies and outcomes clinical technical work. They require expert knowledge of their work discipline(s) plus considerable prior relevant clinical/technical experience. Makes independent analyses/assessments/decisions related to key aspects of projects or overall project planning and execution.

**Clinical Researcher**

**Education:** Bachelor’s degree  
**Experience:** 12 Years

**Daily job duties:** Positions that primarily require a scientific research certification, medical license, clinical trial and other related laboratory knowledge, skills, and abilities. Under departmental supervision, positions at this level are responsible for managing the daily work operations and delivery of contracted clinical report services for an assigned MDC customer inquiry. They have people, and operational accountabilities make decisions to help ensure the customer is in compliance with mandated rules and regulations. Positions interact with others to advise them on clinical methods, resources, and potential problems. They require expert knowledge of their technical work discipline(s) plus special prior relevant management experience. Broad decision making- position exercising considerable independence of action to achieve desired outcomes/results.
**GFEBS Accounting Analysis Program Manager**

**Education:** Bachelor’s degree

**Experience:** 15 Years

**Daily job duties:** Positions that perform complex accounting tasks in general or specialized accounting functions such as Accounts Receivable, Accounts Payable, Cost Accounting, Reconciliation, and the like. Interpret accounting data, prepare and analyze reports and makes recommendations. Assist in the development and implementation of accounting business processes, methods, procedures, and controls. Requires knowledge of GFEBS Establishes general management processes and concepts for the operation of a broadly focused organization consisting chiefly of Team Leaders. Leads development of new processes in areas of expertise

Makes independent analyses/assessments/ decisions related to major projects or overall project planning and execution.

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**GFEBS Accounting Analysis Team Lead**

**Education:** Bachelor’s degree

**Experience:** 10 Years

**Daily job duties:** Positions that perform complex accounting tasks in general or specialized accounting functions such as Accounts Receivable, Accounts Payable, Cost Accounting, Reconciliation, and the like. Interpret accounting data, prepare and analyze reports and makes recommendations. Assist in the development and implementation of accounting business processes, methods, procedures, and controls. Requires knowledge of GFEBS

Under department supervision, positions at this level are responsible for supervising the daily accounting/audit work activities for an assigned MDC client. They establish work methods and processes in carrying out their daily work activities. They determine the best methods to accomplish work assignments. Positions interact with customers to advise and communicate complex accounting information. They require a specialized knowledge of DoD/accounting principles, practices, and systems and considerable prior relevant government work experience.

Makes independent analyses/assessments/ decisions related to major projects or overall project planning and execution.

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**GFEBS Accounting Analyst I**

**Education:** Bachelor’s degree

**Experience:** No experience required

**Daily job duties:** Positions that perform complex accounting tasks in general or specialized accounting functions such as Accounts Receivable, Accounts Payable, Cost Accounting, Reconciliation, and the like. Interpret accounting data, prepare and analyze reports and makes recommendations. Assist in the development and implementation of accounting business processes, methods, procedures, and controls. Requires knowledge of GFEBS

Under daily supervision, positions at this level perform bookkeeping and basic accounting work tasks for an assigned MDC client. They follow well established work methods, procedures, and processes to carry out their work tasks daily. They make limited decisions in carrying out their work. They interact with other MDC employees to exchange general and/or routine accounting information. They require a basic knowledge of DoD/government accounting principles and systems and may require prior relevant government work experience.

Limited decision-making under guidance of more senior personnel.
**GFEBS Accounting Analyst II**

**Education:** Bachelor’s degree  
**Experience:** 2 Years  
**Daily job duties:** Positions that perform complex accounting tasks in general or specialized accounting functions such as Accounts Receivable, Accounts Payable, Cost Accounting, Reconciliation, and the like. Interpret accounting data, prepare and analyze reports and makes recommendations. Assist in the development and implementation of accounting business processes, methods, procedures, and controls. Requires knowledge of GFEBS  
Under regular supervision, positions at this level perform trial balances, reconciliation, report preparation work tasks for an assigned MDC client. They follow well established work methods and processes to carry out their daily accounting related work tasks. They assist in determining accounting tools and procedures to perform work tasks. They regularly interact with others to exchange accounting information. They require a working knowledge of government/ DOD accounting principles, systems and may require prior relevant government work experience.  
Makes routine technical decisions for the completion of assigned projects in area of expertise under project supervision.

**GFEBS Accounting Analyst III**

**Education:** Bachelor’s degree  
**Experience:** 5 Years  
**Daily job duties:** Positions that perform complex accounting tasks in general or specialized accounting functions such as Accounts Receivable, Accounts Payable, Cost Accounting, Reconciliation, and the like. Interpret accounting data, prepare and analyze reports and makes recommendations. Assist in the development and implementation of accounting business processes, methods, procedures, and controls. Requires knowledge of GFEBS  
Under project supervision, positions at this level perform high-level accounting/ audit work activities for an assigned MDC client. They provide work guidance to lower-level MDC employees in performing work assignments. They work methods to follow from established DoD rules and regulations. Positions interact with clients to prepare and present standards accounting reports and enter data into accounting systems. They require a specialized knowledge of government/ DOD accounting principle, practice and systems, plus seasoned prior relevant government work experience.  
Makes independent analyses/assessments/decisions related to key aspects of projects or overall project planning and execution.

**GFEBS Accounting Analyst IV**

**Education:** Bachelor’s degree  
**Experience:** 8 Years  
**Daily job duties:** Positions that perform complex accounting tasks in general or specialized accounting functions such as Accounts Receivable, Accounts Payable, Cost Accounting, Reconciliation, and the like. Interpret accounting data, prepare and analyze reports and makes recommendations. Assist in the development and implementation of accounting business processes, methods, procedures, and controls. Requires knowledge of GFEBS  
Under department supervision, positions at this level are responsible for supervising the daily accounting/audit work activities for an assigned MDC client. They establish work methods and processes in carrying out their daily work activities. They determine the best methods to accomplish work assignments. Positions interact with customers to advise and communicate complex accounting information. They require a specialized knowledge of DoD/accounting principles, practices, and systems and considerable prior relevant government work experience.  
Makes independent analyses/assessments/ decisions related to major projects or overall project planning and execution.
**Program Analyst I**

**Education:** Associates degree

**Experience:** No experience Required

**Daily job duties:** Positions that develop and implement program plans and business process re-engineering strategies in accordance with supported customer requirements, policies, and guidelines. Develop and coordinate preparation of program documentation, standard operating procedures, and briefing materials to clearly communicate program strategies, goals and objectives, training, and supports program execution within established cost, schedule and performance parameters. Analyze customer requirements, develop course of action, make sound recommendations, and implements actions to ensure program success.

Provides technical and/or operational support to projects and programs. Requires general knowledge of practices and procedures. Customer service interactions are limited to subordinate roles in larger groups. Limited decision-making under guidance of more senior personnel.

**Program Analyst II**

**Education:** Bachelor’s degree

**Experience:** 2 Years

**Daily job duties:** Positions that develop and implement program plans and business process re-engineering strategies in accordance with supported customer requirements, policies, and guidelines. Develop and coordinate preparation of program documentation, standard operating procedures, and briefing materials to clearly communicate program strategies, goals and objectives, training, and supports program execution within established cost, schedule and performance parameters. Analyze customer requirements, develop course of action, make sound recommendations, and implements actions to ensure program success.

Exhibits technical and operational proficiency in the primary duties of the job family. Plays a key role in implementing projects and programs in the function. Requires general knowledge of practices and procedures within the function. Customer service interactions include working directly with customers to accomplish assignments. Makes routine technical decisions for the completion of assigned projects in area of expertise under project supervision.

**Program Analyst III**

**Education:** Bachelor’s degree

**Experience:** 5 Years

**Daily job duties:** Positions that develop and implement program plans and business process re-engineering strategies in accordance with supported customer requirements, policies, and guidelines. Develop and coordinate preparation of program documentation, standard operating procedures, and briefing materials to clearly communicate program strategies, goals and objectives, training, and supports program execution within established cost, schedule and performance parameters. Analyze customer requirements, develop course of action, make sound recommendations, and implements actions to ensure program success.

Subject matter expert in the job family. Leads the planning and implementation of large programs in the function. Regularly interfaces with senior management and executive leadership. Requires in-depth knowledge of practices and procedures. Provides advice and counsel to the organization in area of expertise. Customer service interactions include working directly with customers in broad areas of project management and execution.

Makes independent analyses/assessments/decisions related to key aspects of projects or overall project planning and execution.
**Program Analyst IV**

**Education:** Bachelor’s degree  
**Experience:** 8 Years  
**Daily job duties:** Positions that develop and implement program plans and business process re-engineering strategies in accordance with supported customer requirements, policies, and guidelines. Develop and coordinate preparation of program documentation, standard operating procedures, and briefing materials to clearly communicate program strategies, goals and objectives, training, and supports program execution within established cost, schedule and performance parameters. Analyze customer requirements, develop course of action, make sound recommendations, and implements actions to ensure program success.  
Subject matter expert in the job family. Recognized in professional circles for thought-leadership and level of proficiency. Leads development and implementation of key programs and/or processes for the organization. Provides advice and counsel to the organization in area of expertise. Customer service interactions include working directly with high level customers in broad areas of program management and execution.  
Makes independent analyses/assessments/ decisions related to major projects or overall project planning and execution.

**Program Analyst V**

**Education:** Bachelor’s degree  
**Experience:** 12 Years  
**Daily job duties:** Positions that develop and implement program plans and business process re-engineering strategies in accordance with supported customer requirements, policies, and guidelines. Develop and coordinate preparation of program documentation, standard operating procedures, and briefing materials to clearly communicate program strategies, goals and objectives, training, and supports program execution within established cost, schedule and performance parameters. Analyze customer requirements, develop course of action, make sound recommendations, and implements actions to ensure program success.  
Has achieved the highest level of subject-matter expertise in the career field. Leads development and implementation of key programs and/or processes for the organization. Provides expert advice to MCD staff and customers and/or manages major projects/programs. Customer interactions include working directly with customers in broad areas of strategic planning as well as program management and execution.  
Broad decision making- position exercising considerable independence of action to achieve desired outcomes/results.

**Senior Budget Analyst – I**

**Education:** Bachelor’s degree  
**Experience:** 4 Years  
**Daily job duties:** Performs budget analysis independently such as tracking obligations, costs, and various funds, revolving funds, and multi-year appropriations. Determine requirements and costs for budget input. Provide expertise to develop and maintain stewardship principles. Conduct analysis to determine funding shortfalls/surplus. Make recommendations to leadership and other stakeholders to ensure funding priorities are maintained. Work with other budget analysts, program managers, accountants and various analysts on a day-to-day basis. Provide cost analysis, track purchase requests through a variety of automated systems. Develop budgets with Director’s office level and agency level.
**Budget Analyst – III**

**Education:** Bachelor’s degree  
**Experience:** 1 Year  
**Daily job duties:** Performs budget analysis independently or within a team such as tracking obligations and costs. This position provides financial, technical and administrative functions to support budget development. Assist with requirements development by interacting with vendors and providing recommendations for purchase use decision matrix process. Determine requirements and costs for budget input. Conduct analysis to determine funding shortfalls/surplus. Make recommendations to leadership and other stakeholders to ensure funding priorities are maintained. Work with other budget analysts, program managers, accountants and various analysts on a day-to-day basis. Provide cost and track purchase requests through a spreadsheets or available automated systems. Assist with the development of budgets with Director’s office level.

**Senior Budget Consultant – I**

**Education:** Master’s degree  
**Experience:** 4 Years  
**Daily job duties:** Performs budget analysis independently and or within a team such as tracking obligations, costs, and various funds, revolving funds, and multi-year appropriations. Determine requirements and costs for budget input. Provide expertise to develop and maintain stewardship principles. Conduct analysis to determine funding shortfalls/surplus. Make recommendations to leadership and other stakeholders to ensure funding priorities are maintained. Work with other budget analysts, program managers, accountants and various analysts on a day-to-day basis. Provide cost analysis, track purchase requests through a variety of automated systems.

**Senior Program Manager – I**

**Education:** Bachelor’s degree  
**Experience:** 4 Years  
**Daily job duties:** Perform day-to-day resource management support and solutions. This includes contract support operations, possibly involving multiple types of programs. Organize, direct, and coordinate meetings and planning sessions to ensure program support activities are productive. Demonstrate written and oral communication skills. Provide statistical analysis as necessary along with development of project plans and presentations at various levels of leadership. Develop manpower and funding requirements to ensure organization accomplishes it mission. Develop, implement and track goals and objectives for programs and projects.

**Junior Program Manager – II**

**Education:** Bachelor’s degree  
**Experience:** 2 Years  
**Daily job duties:** Assist the Senior Program Manager in providing day-to-day resource management of the project operations and solutions. Provide management and leadership support and assist with the planning and quality control of the project’s operations. Coordinate and implement business solutions according to the goals and objectives of the project. Work with clients and program managers to accomplish specific task orders. Conduct preliminary quality control over project deliverables and activities. Provide support for the development and presentation of reports and briefings.
## Appendix C – Substitution Matrix

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<tr>
<th>Labor Category</th>
<th>Min Edu</th>
<th>Min Exp</th>
<th>PhD</th>
<th>Masters</th>
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