General Services Administration  
Federal Supply Service Authorized Federal Supply Schedule  
Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create electronic delivery order is available through GSA Advantage!, a menu-driven database system. The internet address for GSA Advantage! is: [http://www.gsa.gov](http://www.gsa.gov).

**Multiple Award Schedule**  
**FSC Group:** Professional Services  
**FSC Code:** R425, R408

**GSA Contract Number:** 47QRAA19D005R  
**Contract Period:** March 8, 2019 – March 7, 2024  
*Current through Mod PS-0010, Effective 4/13/2022*

Loch Harbour Group, Inc.  
6121 Lincolnia Road, Suite 400  
Alexandria, VA 22312  
[www.lochharbour.com](http://www.lochharbour.com)  
**Telephone:** (703) 642-2380  
**Fax:** (703) 642-2376  
**Contract Administration:** Willy Baum  
**Email:** wbaum@lochharbour.com

**Business Size:** Large  
*For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.*
Customer Information

1a. Table of awarded special item numbers with appropriate cross-reference to item
descriptions and awarded prices:

<table>
<thead>
<tr>
<th>SINs</th>
<th>Recovery</th>
<th>SIN Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>5413303ENG</td>
<td>541330ENGRC</td>
<td>Engineering Services</td>
</tr>
<tr>
<td>541611</td>
<td>541611RC</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
</tr>
<tr>
<td>OLM</td>
<td>OLMRC</td>
<td>Order-Level Materials (OLM)</td>
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</tbody>
</table>

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 Approved GSA Pricing

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:
See Approved GSA Pricing

2. Maximum order:  
$1,000,000

3. Minimum order:  
$100

4. Geographic coverage:  
Worldwide

5. Point of production:  
6121 Lincolnia Road, Suite 400  
Alexandria, VA 22312

6. Discount from list prices or statement of net price:  
GSA prices are net

7. Quantity discounts:  
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:
   *As negotiated at the task order level*

10b. Expedited Delivery:
   *As Negotiated*

10c. Overnight and 2-day delivery:
   *As Negotiated*

10d. Urgent Requirements:
   *When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.*

11. F.O.B. point:
   *Destination*

12a. Ordering address:
   *6121 Lincolnia Road, Suite 400*
   *Alexandria, VA 22312*

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:
   *6121 Lincolnia Road, Suite 400*
   *Alexandria, VA 22312*

14. Warranty provision:
   *The contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.*

15. Export packing charges, if applicable:
   *Not Applicable*

16. Terms and conditions of rental, maintenance, and repair:
   *Not Applicable*

17. Terms and conditions of installation:
   *Not Applicable*

18a. Terms and conditions of repair parts:
   *Not Applicable*
18a. Terms and conditions for any other services: 
   Not Applicable

19. List of service and distribution points:
   6121 Lincolnia Road, Suite 400
   Alexandria, VA 22312

20. List of participating dealers:
    Not Applicable

21. Preventive maintenance:
    Not Applicable

22a. Special attributes such as environmental attributes:
    Not Applicable

22b. 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/. 
    Not Applicable

23. Unique Entity Identifier (UEI):
    DUNS 009757118

24. Notification regarding registration in SAM.gov database:
    Loch Harbour Group, Inc. has an active registration in the SAM.gov database. Loch Harbour Group, Inc.’s CAGE Code is 07QZ5
## GSA Pricing

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Year 1 Rate March 8, 2019 - March 7, 2020</th>
<th>Year 2 Rate March 8, 2020 - March 7, 2021</th>
<th>Year 3 Rate March 8, 2021 - March 7, 2022</th>
<th>Year 4 Rate March 8, 2022 - March 7, 2023</th>
<th>Year 5 Rate March 8, 2023 - March 7, 2024</th>
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<td>Labor Category</td>
<td>Year 1 Rate March 8, 2019 - March 7, 2020</td>
<td>Year 2 Rate March 8, 2020 - March 7, 2021</td>
<td>Year 3 Rate March 8, 2021 - March 7, 2022</td>
<td>Year 4 Rate March 8, 2022 - March 7, 2023</td>
<td>Year 5 Rate March 8, 2023 - March 7, 2024</td>
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<tr>
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**SIN 541611 and 541330ENG**

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<tr>
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<th>Year 2 Rate March 8, 2020 - March 7, 2021</th>
<th>Year 3 Rate March 8, 2021 - March 7, 2022</th>
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<th>Year 5 Rate March 8, 2023 - March 7, 2024</th>
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</table>

**Service Contract Labor Standards**

The Service Contract Labor Standards (SCLS) is applicable to this contract and as it applies to the entire Multiple Award Schedule (MAS) and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29CRF. 5413.300), 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 applicable wage determination (WD) number. Failure to do so may result in cancellation of the contract.
Labor Quality
People provided under the contract by the contractor shall have the experience, education and expertise as delineated in this Authorized Schedule Pricelist. In those cases where people are to be provided that have the required experience and expertise but lack the specified formal education and degree, an additional two years of specific related experience may be substituted for the education requirement. In addition, an advanced degree beyond that required to meet the requirements of the labor category may be substituted for two years of general experience and one year of specific experience.
EDUCATION/EXPERIENCE SUBSTITUTIONS

An additional two years of specific related experience may be substituted for the education requirement. In addition, an advanced degree beyond that required to meet the requirements of the labor category may be substituted for two years of general experience and one year of specific experience.

SIN 541330ENG Labor Category Descriptions

Program Director

Minimum/General Experience: Ten years of experience providing management and technical direction to multiple complex projects. Represents Loch Harbour on schedule, content, cost and contractual matters. Exercises independent judgment, as well as a high level of analytical skills in solving complex and highly technical problems associated with project planning, requirements analysis, system design, development and implementation. Provides overall direction of program activities.

Functional Responsibility: Manages the overall program and is responsible for all aspects of performance. Interfaces with the government contracting officer and the contracting officer’s technical representative. Consults with the COTR to ensure conformity to contractual obligations, responsible for overall task order direction and formulating proper discipline on work standards, assigns work schedules, and reviews all technical work prepared for in-process-reviews (IPR) or prior to submission to the client. Applies business process improvement practices, internal control, and performance standards and procedures.

Minimum Education: Master’s degree from accredited university or college in a related scientific, technical, or business discipline.

Senior Functional Area Expert

Minimum/General Experience: Fifteen (15) years of experience advising agencies, directing programs and projects from development to deployment in functional areas such as quality management, strategic planning, technology expertise and applied business process improvement areas and other related matters. Participates in industry/government professional forums. Recognized in his or her professional community as an expert.

Functional Responsibility: Advises the Program Director and consults at the agency executive management level and provides overall leadership and technology perspectives to the program(s), performs overall contract direction and support, negotiates and makes binding decisions.

Minimum Education: Master’s degree in Science, Engineering, Math, Economics, Psychology, or Business.

Senior Management Consultant

Minimum/General Experience: Fifteen (15) years experience in management consulting for government and/or commercial firms. Experience in applying strategic planning, organizational design, quality management, performance metrics, business process reengineering, cost and statistical analysis techniques to business processes.

Functional Responsibility: Provides senior leadership and directs team of experts and specialists, formulates work descriptions and objectives, defines problems while collecting data and performing appropriate technical analysis. Develops results, makes recommendations to senior level management, organizes and develops reports.
Minimum Education: Bachelor’s degree in business or related field. (Master’s degree in a technical area can be substituted if experience covers all areas above).

Management Consultant

Minimum/General Experience: Ten (10) years experience in management consulting for government and/or commercial firms. Familiar with the approaches to strategic planning, organizational design, performance metrics, business process reengineering, cost analysts, quality management, and statistical analysis techniques to business processes.

Functional Responsibility: Able to define problem, collect data, and perform appropriate analysis, able to assemble results and make effective presentation of recommendations to senior management.

Minimum Education: Bachelor’s degree in business, finance, economics or related areas (Master’s degree in a technical area can be substituted if experience covers all areas above)

Senior Business Process Reengineering Specialist

Minimum/General Experience: Twelve (12) years experience in evaluating, modifying and creating business process. Familiarity with application of Total Quality Management concepts, conversion of Strategic Business Plans into specific business processes, developing Change Management plans, participation in Malcolm Baldrige Award competitions, developing process flow modes, and applying quantitative process comparison methodologies.

Functional Responsibility: Leads specific BPR tasks, provides BPR inputs to larger study efforts. Able to work independently, collect data through interviews and observation of processes, integrate results into senior management presentations, and develop executive level reports and briefings.

Minimum Education: Bachelor’s Degree in business or related field.

Business Process Reengineering Specialist

Minimum/General Experience: Five years experience in evaluating, modifying and defining business process. Familiarity with application of Total Quality Management concepts, developing Change Management plans, developing process flow modes, and applying quantitative process comparison methodologies.

Functional Responsibility: Provides BPR inputs to larger study efforts. Able to work independently, collect data through interviews and observation of processes, integrate results into senior management presentations, and contribute develop executive reports.

Minimum Education: Bachelor’s Degree in business or technical field.

Senior Analyst

Minimum/General Experience: Ten (10) years of experience in analysis and developing data associated with technical, administrative and management problems. This may include computer systems analysis for management interfaces, modification and development may be involved. Works with a team to apply business-oriented technology, requires skills in verbal and written communication.

Functional Responsibility: Uses current technology, methodologies and tools to analyze systems requirements, and diverse program logic for business management, and technical problems. Must be capable of writing technical reports on projects and communicate those results.

Minimum Education: Bachelor’s degree in business or related field.
Technical Analyst II

Minimum/General Experience: This is an entry-level position with an ability to conduct analysis associated with project problems. Works as a member in support of a larger team.

Functional Responsibility: This analyst participates in projects, which include data collection, assisting in development of deliverables, which express the results of the analysis conducted. Drafts technical reports on projects, communicating these results.

Minimum Education: Bachelor’s Degree in business or related field.

Application Specialist III

Minimum/General Experience: This position requires five (5) years of experience with problem solving techniques for applications and their concepts, procedures, methodologies and interrelationships. Analyzes application needs for hardware and software, security and integration with other applications. May be required to lead programming activities.

Functional Responsibility: Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization’s application systems. Consults with users to identify current operating procedures and to clarify program objectives. May be expected to write documentation to describes program development, logic, coding, and corrections. Writes manuals for users to describe installation and operating procedures. Must have a working knowledge of relational databases and client-server concepts. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. A wide degree of creativity and latitude is expected.

Minimum Education: Bachelor’s Degree in Computer Science Information Systems, Engineering, Business or other technical discipline.

Application Specialist II

Minimum/General Experience: This position requires two years of experience with application concepts, procedures and problem-solving techniques involving programming systems or integrating applications. Implements solutions to security requirements, hardware and software implications, defines program objectives and processes.

Functional Responsibility: Reviews, analyzes, and modifies programming systems including encoding, debugging and installing to support an organization’s application systems. Consults with users to identify current operating procedures and to clarify program objectives. May be expected to write documentation to describe program development, logic, coding, and corrections. Writes manual for users to describe installation and operating procedures. Familiar with relational databases and client-server concepts. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision; typically, reports to a project leader or manager.

Minimum Education: Bachelor’s Degree in Computer Science, Information Systems, Engineering, Business or other technical discipline.

Application Specialist I

Minimum/General Experience: This position requires 0 years experience with concepts, and procedures involving Programming Systems or integrating applications. Works as a member of a team involved in supporting agency system applications. This could also include applications for business process, reengineering and assessments.
**Functional Responsibility:** Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization’s application systems. Consult with users to identify current operating procedures and to clarify program objectives. Has knowledge of commonly-used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Primary job functions do not typically required exercising independent judgment.

**Minimum Education:** Bachelor’s Degree in Computer Science, Information Systems, Engineering, Business or other technical discipline.

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**Senior System Engineer**

**Minimum/General Experience:** This position requires seven (7) years of general experience in information systems engineering with a demonstration of increasing responsibilities within this technical field. Specialized experience of five (5) years in engineering complex systems or networks. Experienced in LANs, WANs, VPNs, routers, firewalls, network protocols, and other security and network operations and monitoring, vulnerability analysis, PKI, data experience in analytical problem solving of work flows, organization and planning. Demonstrated experience with IA products and systems.

**Functional Responsibility:** Performs a variety of complex project tasks applied to specialized technology problems. Tasks involve integration of electronic processes or methodologies to resolve total system problems or technology problems. Applies analytical and systematic approaches in the resolution of problems of work flow, organization, and planning. Directs and assists system engineers in the application of system engineering principles to the solution of secure system design problems. Expert knowledge of LANs, WANs, WPNs, routers, firewalls, network protocols, and other security and network operations and monitoring, vulnerability analysis, PKI, data encryption, key management, data warehousing, and data mining capabilities.

**Minimum Education:** A Ph.D. in Computer Science, Information Systems, Engineering, and/or other technical discipline.

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**System Engineer**

**Minimum/General Experience:** This position requires six years of general experience in information systems engineering with a demonstration of increasing responsibilities within this technical field. Specialized experience of 3 years in engineering complex systems or networks. Experienced in LANs, WANs, VPNs, routers, firewalls, network protocols, and other security and network operations and monitoring, vulnerability analysis, PKI, data experience in analytical problem solving of work flows, organization and planning. Demonstrated experience with IA products and systems.

**Functional Responsibility:** Performs a variety of complex project tasks applied to specialized technology problems. Tasks involve integration of electronic processes or methodologies to resolve total system problems or technology problems. Applies analytical and systematic approaches in the resolution of problems of workflow, organization, and planning. Assists the Senior Engineers in directing and assisting other System Engineers in the application of engineering principles to the solution of secure system design problems.

**Minimum Education:** A Master of Science degree in Computer Science, Information Systems, Engineering, and/or other technical discipline.
Senior Network Engineer

Minimum/General Experience: This position requires twelve years of general experience in information systems engineering with a demonstration of increasing responsibilities within this technical field. Information Assurance Specialized Experience of eight (8) years experience in Communications Computer Security (COMPUSEC); Communications Security (COMSEC); TEMPEST; or Operations Security (OPSEC). Demonstrated experience in analytical problem solving of work flows, organization and planning. Demonstrated experienced experience with IA products and systems. Demonstrated experience in network protocols, architectures, equipment, services, standards and technology to various system engineering activities.

Functional Responsibility: Applies knowledge of network protocols, architectures, services, standards and technology to various system engineering activities. Performs threat and vulnerability analyses of various network architectures, access configurations and hardware/software components. Develop appropriate security requirements and impact operations plans for existing and emerging technologies and services.

Minimum Education: A Bachelor’s degree in Computer Science, Information Systems, and/or Engineering, with either current CCNE, MSCE, and four (4) years experience is considered equivalent to the Generalized Experience.

Communications Software Specialist

Minimum/General Experience: This position requires ten (10) years general experience in all aspects of network and computer communications software. Demonstrated experience to work independently or under only general supervision. Specialized Experience requires eight (8) years in Communications Computer Security (COMPUSEC); Communications Security (COMSEC); TEMPEST; or Operations Security (OPSEC). Demonstrated experience in developing, testing, installing, and operating software, application interfaces, transaction processors, and emulators); using and implementing communications standards.

Functional Responsibility: Analyzes network and computer communications software characteristics and recommends equipment procurement, removals, and modifications. Adds, deletes, and modifies, as required, host, terminal, and network devices. Assists and coordinates with communications network specialists in the area of communications hardware.

Minimum Education: A Master’s Degree in Computer Science, Information Systems, Engineering, Business, Mathematics, or other related scientific or technical discipline may be considered equivalent to two (2) years general experience and one (1) year IA specialize experience.

Senior Training Specialist


Functional Responsibility: Performs research necessary to develop, implement, and maintain training curricula to include preparation of course catalogs.
Develops relationships and work with Government and academic learning institutions for the implementation of defined curriculum. Provide guidance to course developer(s) to prepare courseware to meet requirements in formal classrooms, mobile training teams, and non-tradition modalities. Additionally, prepares for and conduct workshops, seminars and symposia. Works with multi-media designers, graphic artists, videographers, and other multi-media specialists to design, develop, and test, distributive and advanced distance learning products. 

**Minimum Education:** A Master’s in Instructional Systems Design, or Education disciplines may be considered equivalent to three (3) years general experience and two (2) years specialized experience is required.

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### Training Specialist

**Minimum/General Experience:** This position requires three (3) years experience in a Instructional Systems Design, training discipline, education, teaching, or program design. Demonstrated experience in developing and implementing training programs. Specialized experience requires Instructional Systems Design training development experience to include Job and Task Analysis, Training Program Evaluation, Analyzing and Developing Human Resource Systems, Job Performance Aids, Test Creation, Computerized Scoring and Statistical Analysis, Human Resource Research, and Technical Documentation Design and Development. Demonstrated ability in verbal and written communications skills. 

**Functional Responsibility:** Performs research necessary to develop, implement, and maintain training curricula to include preparation of course catalogs. Develops relationships and work with Government and academic learning institutions for the implementation of defined curriculum. Provide guidance to course developer(s) to prepare courseware to meet requirements in formal classrooms, mobile training teams, and non-tradition modalities. Additionally, prepares for and conduct workshops, seminars and symposia.

**Minimum Education:** A Master’s in Instructional Systems Design, or Education disciplines may be considered equivalent to two (2) years general experience and two (2) years specialized experience is required.

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### SINS 541611 Labor Category Descriptions

#### Airworthiness Engineer

**Minimum/General Experience:** 5 years 

**Functional Responsibility:** Responsible for airworthiness design engineering projects. Performs tasks related to airspace and airworthiness design, United States Standards for Terminal Instrument Procedures (TERPS), and instrument flight procedures development. 

**Minimum Education:** Masters

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#### Civil Engineer

**Minimum/General Experience:** 3 years 

**Functional Responsibility:** Plans, designs, and/or directs civil engineering projects. Uses expert industry knowledge to solve complex technical problems, prepare proposals and cost estimates, provides and evaluates project schedules, and leads development and implementation of technologies.

**Minimum Education:** Bachelors
Document Management Specialist

Minimum/General Experience: 3 years
Functional Responsibility: Managing all aspects of technical documents and marketing materials including writing, editing, and formatting to ensure accuracy. Analyze documents to make editing determinations on what portions of reports should be revised, rewritten, omitted, or added.
Minimum Education: Bachelors

Graphics Designer

Minimum/General Experience: 3 years
Functional Responsibility: Provide custom layouts, graphics/illustrations for all communication products. Take creative direction and work independently and collaboratively in a fast-paced team environment. Create visual effects such as kinetic typography and motion graphic animation for multiple platforms (multi-media, software) and formats (video, audio, text). Develop storyboards and illustrate design concepts for implementation. Deliver graphics that are compatible across platforms.
Minimum Education: Bachelors

Graphics Designer II

Minimum/General Experience: 10 years
Functional Responsibility: Produce original and polished 2D/3D animations and graphic to depict technology concepts and scenarios for use across multiple channels, including public outreach, web, and mobile platforms. Deliver graphics that are compatible across platforms. Create information graphics to communicate complex technical concepts and systems.
Minimum Education: Bachelors

Industrial Engineer

Minimum/General Experience: 3 years
Functional Responsibility: Plans, designs and analyzes the improvement and installation of processes of systems of personnel, materials and equipment to provide a product or service.
Minimum Education: Bachelors

Journeyman Business and Financial Operations Specialist Group 2

Minimum/General Experience: Bachelors
Functional Responsibility: Support customer financial management processes, identify opportunities for improvement, ensure compliance with regulations, and provide a structured approach.
Develops integrated revenue/expense analyses, projections, reports, budgets, and presentations. Performs financial forecasting and reconciliation of internal accounts.
Minimum Education: 3 years
Journeyman Process Analyst

Minimum/General Experience: 3 years
Functional Responsibility: Working with customers to understand business processes and workflows and builds models of processes. Documents improved processes, provided guidance and training to staff on improved processes, and provides presentations to management on risks and benefits of new processes. Analyses business models to identify bottlenecks and constraints to current process models as well as identifies potential improvements and reusable processes that can be implemented.
Minimum Education: Bachelors

Management Analyst

Minimum/General Experience: 0 years
Functional Responsibility: Identifies potential problems and solutions through data analysis. Studies and analyzes areas for productivity improvements. Supports project objectives and the development of solutions to address organization’s challenges.
Minimum Education: Bachelors

Management Analyst III

Minimum/General Experience: 10 years
Functional Responsibility: Undertakes programmatic and analytical project specific labor efforts. Such efforts include program analysis and documentation, project control, finance and accounting, project planning and scheduling, risk analysis, technology planning, process improvement, workload analysis, and cost estimating.
Minimum Education: Bachelors

Meeting Planner

Minimum/General Experience: 10 years
Functional Responsibility: Coordinate and manage meeting logistics. Ensure compliance with agency conference and meeting policies. Assist with any planned gatherings such as conferences, workshops, meetings, or similar events. Identify key stakeholder conferences and communicate about upcoming events.
Minimum Education: Bachelors

Program Manager

Minimum/General Experience: 3 years
Functional Responsibility: Provide administrative and technical leadership in the completion of multiple projects. Responsible for cost, schedule and overall performance. Monitor fulfillment of contract requirements to ensure quality and timeliness of services/deliverables to various customers. Supervise, coordinate, provide leadership to and review the work of assigned staff and/or contracts. Interface with customers on a regular basis.
Minimum Education: Bachelors
Loch Harbour Group

Program Specialist

Minimum/General Experience: 3 years
Minimum Education: Bachelors

RCM Analyst II

Minimum/General Experience: 2 years
Minimum Education: Bachelors

RCM Analyst III

Minimum/General Experience: 3 years
Functional Responsibility: Monitor RCM facilitation. Experience related to maintenance, reliability or safety of aeronautical/complex systems. Services as implementation manager for program or extensive analysis effort. Responsible for maintaining content of project guidelines and operational manual and performing orientation briefings to project teams. Responsible for planning the overall maintenance effort, for developing failure management policy and for conducting equipment failure cause analysis when necessary. May supervise more junior staff.
Minimum Education: Bachelors

Reliability Data Analyst II

Minimum/General Experience: 3 years
Functional Responsibility: Provides sufficient data for RCM team to conduct a study or component analysis. Performs text mining and data acquisition for new and legacy data systems for development of metrics, exception reports and one-time data sets. Responsible for maintenance data system documentation.
Minimum Education: Bachelors

Reliability Data Analyst III

Minimum/General Experience: 5 years
Functional Responsibility: Gathers data from available database using SQL to ensure team members have sufficient data readily available to conduct a thorough RCM study or analysis of a given component or system. Responsible for explaining and defending the results of any query, data set or table developed to enhance functionality or accuracy of information. Acts in the capacity of the project expert in developing and implementation of extensive or intricate queries and database tables for use by project team or customer.
Minimum Education: Bachelors

**Sr. Administration Professional**

Minimum/General Experience: 10 years
Functional Responsibility: Supports customers by performing administrative services. Assists management with administrative tasks such as tracking and compiling information of interest. Prepares various reports detailing the administrative information handled by the position. Reads and answers correspondence.
Minimum Education: Bachelors

**Senior Business and Financial Operations Specialist Group 2**

Minimum/General Experience: 10 years
Functional Responsibility: Provides strategic planning, change management, organizational development, process mapping and analysis, and performance improvement with accounting and budgeting practices.
Minimum Education: Masters

**Senior Process Analyst**

Minimum/General Experience: 8 years
Functional Responsibility: Analyze and optimize existing processes and implement standard procedures for planning and executing. Leads the analysis and evaluation of existing or proposed program/project management processes.

Performs detailed project planning, scope, control, management, tracking, and review activities.
Minimum Education: Bachelors

**Subject Matter Expert (SME) II**

Minimum/General Experience: 10 years
Minimum Education: Bachelors

**Subject Matter Expert (SME) III**

Minimum/General Experience: 15 years
Functional Responsibility: Evaluate materials and develop machinery and processes to manufacture materials for use in products that must meet specialized design and performance specifications. Develop new uses for known materials. Includes those engineers working with composite materials or specializing in one type of material, such as graphite, metal and metal alloys, ceramics and glass, plastics and polymers, and naturally occurring materials. Includes metallurgists and metallurgical engineers, ceramic engineers, and welding engineers.
Minimum Education: Bachelors
Subject Matter Expert (SME) / Manager

Minimum/General Experience: 15 years
Functional Responsibility: Applies program and project management and coordination strategies to manage multiple complex projects. Develops and manages project plans, schedules, costs, risks, communication, documentation, and deliverables.
Minimum Education: Bachelors

Survivability SME

Minimum/General Experience: 10 years
Minimum Education: Masters

Technical Writer I

Minimum/General Experience: 3 years
Functional Responsibility: Initiate contacts, research, interview professional staff, draft and edit fact sheets, reports, procedures, metrics studies, articles, and assist federal staff in submitting press releases. Prepare a variety of reports, publications, marketing plans, strategies, and status reports for review and internal/external release.
Minimum Education: Bachelors

Technical Writer II

Minimum/General Experience: 10 years
Functional Responsibility: Ensure all documents and publications are error-free and comply with branding guidance. This includes internal and public facing documents, PowerPoint presentations, speeches, posters, web postings, etc. Coordinate and collaborate with subject matter experts to write, edit and update fact sheets and literature aimed at stakeholders for outreach efforts. Summarize detailed, specialized information abstracts or executive summaries.
Minimum Education: Bachelors

SINs 541611 and 541330ENG Labor Category Descriptions

Analyst, Logistics, V

Minimum/General Experience: 12 Years
Functional Responsibility: Plans, organizes, directs, and conducts strategic planning for high technology programs, concept development and requirements analysis, or acquisition and life-cycle management tasks in problem areas of moderate scope and complexity addressing topics such as: business, cost/pricing, supply, maintenance, contractor logistics support, packaging, shipping, handling, transportation, inventory, warehousing, supply chain integration, analytical tools, operations research, production, program/project, project control, test and training. Prepares or supervises engineering and technical personnel in the development of logistics products and for providing requisite support services.
Performs technical and management analyses for logistic strategic planning, investigation of logistic concepts and processes, and resolution of emergent logistic supportability problems. Performs analyses and develops ILS management plans to support acquisition and life cycle support requirements planning. Monitors program schedules and integrates/develops recommendations for corrective or remedial action; develops status reports reflecting support milestone progress and problems. Performs/reviews logistics support analyses and develops maintenance concepts. Prepares content for contract technical packages (SOW, CDRL, Specifications).

**Minimum Education:** Bachelor’s

**Architect, Software, Level III**

**Minimum/General Experience:** 4 Years

**Functional Responsibility:** Supervises lower-level Architects. Reviews all software products, develops alternate approaches and conduct engineering analyses and trade off studies. Organizes, directs, and leads technical efforts in analyzing and specifying training/testing device computer systems requirements, supporting the computer and software system acquisition and conducting independent software validation, verification and accreditation. Evaluate software design and architecture. Implement software quality assurance and Software Configuration Management (SCM) Procedures.

**Minimum Education:** Bachelor’s

**Architect, Software, Level IV**

**Minimum/General Experience:** 7 Years

**Functional Responsibility:** Supervises lower level Architects. Reviews all software products, develops alternate approaches and conduct engineering analyses and trade off studies. Organizes, directs, and leads technical efforts in analyzing and specifying training/testing device computer systems requirements, supporting the computer and software system acquisition and conducting independent software validation, verification and accreditation. Expert in ISD, development, and delivery of Levels 1-4 Interactive Multi-media Instruction (IMI) to include graphics, Virtual Worlds, and game-based training environments. Ability to assess a variety of training content and make recommendations for improvements, e.g., increase interactivity between content and the student, incorporate a variety of assessments, etc. Expert knowledge of distributed training architectures to include repositories, registries, training networks, and immersive technologies as they apply to Enterprise learning environments. Expert knowledge of Sharable Content Object Reference Model (SCORM).

**Minimum Education:** Bachelor’s

**Engineer, Knowledge Acquisition/Knowledge Engineering (Ka/Ke)**

**Minimum/General Experience:** 5 Years

**Functional Responsibility:** Monitors KA And KE Processes To Ensure Requirement Compliance And Provides Programmatic And Technical Guidance And Oversight. Monitors And Guides On-Going KA/KE Activities And Their Progress. Identifies Data Gaps Not Supported By The KA’s Conceptual Models. Monitors the Development of KA/KE Artifacts and Ensures These Artifacts Are Reviewed and Validated By the Appropriate Proponent. Ensures Artifacts Support Modeling Data Needs And Satisfies Modeling Requirements. Ensures KA/KE Authors Are Working With The Model Developers To Answer Questions As Their Products Are Being Consumed.

**Minimum Education:** Bachelor’s
Logistician, Level IV

Minimum/General Experience: 5 Years
Functional Responsibility: Provides direct interface with customer technical and management personnel for development of ILS program strategies and associated planning, business process review and improvement, the assessment of alternative logistic and engineering concepts, the investigation and resolution of emergent logistic supportability problems, and life cycle costing and economic business case analysis. Provides expertise to specify requirements for the development of ILS management plans to support acquisition and life cycle support requirements planning. Provides guidance for the development of interactive electronic technical manuals and distance learning methodologies. Conducts analysis, planning and detailed design of logistics and engineering support including material goods, personnel, and operational maintenance and repair of systems throughout their life cycles. Performs human factor analysis, feasibility analysis, logistics planning, requirements determination, policy standards/procedures development, long-term reliability and maintainability, and training tasks. Provides assistance in the areas of logistics support; ILS; logistics program planning; concept development; logistics program management and execution; logistics requirements analyses, documentation development and reporting; provisioning, supply support, and inventory control; logistics automated information systems and analysis tools; maintenance concepts and requirements analyses; technical manual development and training.

Minimum Education: Bachelor’s

Logistician, Level V

Minimum/General Experience: 7 Years
Functional Responsibility: Provides direct interface with customer technical and management personnel for development of ILS program strategies and associated planning, business process review and improvement, the assessment of alternative logistic concepts, the investigation and resolution of emergent logistic supportability problems, and life cycle costing and economic business case analysis. Provides expertise to specify requirements for the development of ILS management plans to support acquisition and life cycle support requirements planning. Provides guidance for the development of interactive electronic technical manuals and distance learning methodologies. Conducts analysis, planning and detailed design of logistics support including material goods, personnel, and operational maintenance and repair of systems throughout their life cycles. Performs human factor analysis, feasibility analysis, logistics planning, requirements determination, policy standards/procedures development, long-term reliability and maintainability, and training tasks. Provides assistance in the areas of logistics support; ILS; logistics program planning; concept development; logistics program management and execution; logistics requirements analyses, documentation development and reporting; provisioning, supply support, and inventory control; logistics automated information systems and analysis tools; maintenance concepts and requirements analyses; technical manual development and training.

Minimum Education: Bachelor’s

Planner, Logistics, Sr. Level

Minimum/General Experience: 10 Years
Functional Responsibility: Performs strategic and tactical process consulting and logistics planning, to include design of maintenance concepts for levels of support; leads/participates in service related IPTs; develops Integrated Logistics Support Plan; integrates process/support
designs, to include Contractor Logistics Support concepts; estimates acquisition costs, and performs financial comparisons.

**Minimum Education:** Bachelor’s

**Reviewer, Quality**

**Minimum/General Experience:** 3 Years  
**Functional Responsibility:** Conducts failure analysis on materials. Prepares material release documentation. Assesses reliability and maintainability parameters  
**Minimum Education:** Bachelor’s

**Specialist, Logistics Management, Level III**

**Minimum/General Experience:** 4 Years  
**Functional Responsibility:** Responsible for developing and implementing appropriate and operational logistics support concept for various Training Aids, Devices, Simulators and Simulations (TADSS) and simulation equipment and software. Develop Life Cycle Acquisition Strategy in support of assigned Training Aids, Devices, Simulators and Simulations (TADSS)  
**Minimum Education:** Bachelor’s

**Specialist, Quality Assurance**

**Minimum/General Experience:** 5 Years  
**Functional Responsibility:** Performs administrative or technical functions related to the planning, management and execution of quality assurance programs and inspection of systems  
**Minimum Education:** Bachelor’s