



Contract Holder

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 an electronic delivery order is available through **GSA Advantage!**[®], a menu-driven database system. The INTERNET address for **GSA Advantage!**[®] is: **GSAAvantage.gov**.

Schedule for Multiple Award Schedule (MAS) **Federal Supply Group: MAS**

Contract Number: 47QRAA19D00BE

For more information on ordering from Federal Supply Schedules
click on the FSS Schedules button at fss.gsa.gov

Contract Period: August 15, 2019 through August 14, 2024
Price list current as of Modification #PS-A812, effective February 3, 2020

Contractor: INSIGHT INTERNATIONAL TECHNOLOGY
800 CLINTON AVE E
HUNTSVILLE, AL 35801 3621

Business Size: Small Business, Veteran-Owned small business concern, Service-disabled veteran-owned small business concern, Small disadvantaged business concern

Telephone: (256) 551-0414
FAX Number: (256) 551-0840
Web Site: www.iit.com
E-mail: strange@iit.com
Contract Administration: Curtis S Strange

CUSTOMER INFORMATION:

- 1a. **Table of Awarded Special Item Number(s) with appropriate cross-reference to item descriptions and awarded price(s):**

SIN	SIN Description
541715	Engineering Research and Development and Strategic Planning
541420	Engineering System Design and Integration Services
541380	Testing Laboratory Services
541330ENG	Engineering Services
OLM	Order-Level Materials (OLM)

- 1b. **Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.**

- 1c. **If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item.**

2. **Maximum Order:** \$1,000,000.00: 541715; 541420; 541330ENG
\$250,000.00: 541380; OLM

3. **Minimum Order:** \$100.00

4. **Geographic Coverage (delivery Area):** Domestic; 48 States, DC

5. **Point(s) of production (city, county, and state or foreign country):** Same as company address

6. **Discount from list prices or statement of net price:** Government net prices (discounts already deducted).

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.

- 9a. **Notification that Government purchase cards are accepted at or below the micro-purchase threshold:** Yes

- 9b. **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:** Yes

10. **Foreign items (list items by country of origin):** None

- 11a. **Time of Delivery (Contractor insert number of days):** Specified on the Task Order

- 11b. **Expedited Delivery.** The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor
- 11c. **Overnight and 2-day delivery.** The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor
- 11d. **Urgent Requirements.** The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor
12. **F.O.B Points(s):** Destination
- 13a. **Ordering Address(es):** Same as Contractor
- 13b. **Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulations (FAR) 8.405-3.
14. **Payment address(es):** same as company address
15. **Warranty provision:** Contractor’s standard commercial warranty.
16. **Export Packing Charges (if applicable):** N/A
17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** Contact Contractor
18. **Terms and conditions of rental, maintenance, and repair (if applicable):** N/A
19. **Terms and conditions of installation (if applicable):** N/A
20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A
- 20a. **Terms and conditions for any other services (if applicable):** N/A
21. **List of service and distribution points (if applicable):** N/A
22. **List of participating dealers (if applicable):** N/A
23. **Preventive maintenance (if applicable):** N/A
- 24a. **Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).** N/A
- 24b. **If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contactor’s website or other location.) The EIT standards can be found at:** www.Section508.gov/.
25. **Data Universal Numbering System (DUNS) number:** 079140656
26. **Notification regarding registration in System for Award Management (SAM) database:** Registered
27. **Final Pricing:** The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

SINs(s)	Labor Category	Min EDU	Min EXP	Facility	EPA	BASE Period				
						Year 1	Year 2	Year 3	Year 4	Year 5
						08/15/19-08/14/20	08/15/20-08/14/21	08/15/21-08/14/22	08/15/22-08/14/23	08/15/23-08/14/24
541715, 541420, 541380, 541330ENG	Program Manager I	Bachelors	5	Contractor	2.10%	\$141.06	\$144.02	\$147.05	\$150.13	\$153.29
541715, 541420, 541380, 541330ENG	Program Manager II	Bachelors	8	Contractor	2.10%	\$175.31	\$178.99	\$182.75	\$186.59	\$190.51
541715, 541420, 541380, 541330ENG	Program Manager III	Masters	10	Contractor	2.10%	\$196.47	\$200.60	\$204.81	\$209.11	\$213.50
541715, 541420, 541380, 541330ENG	Cost Accounting Manager	Bachelors	5	Contractor	2.10%	\$111.07	\$113.40	\$115.78	\$118.22	\$120.70
541715, 541420, 541380, 541330ENG	Electrical Engineering Team Leader	Bachelors	4	Contractor	2.10%	\$129.63	\$132.35	\$135.13	\$137.97	\$140.87
541715, 541420, 541380, 541330ENG	Business Systems Analyst I	Bachelors	0	Contractor	2.10%	\$66.77	\$68.17	\$69.60	\$71.07	\$72.56
541715, 541420, 541380, 541330ENG	Business Systems Analyst II	Bachelors	2	Contractor	2.10%	\$88.84	\$90.71	\$92.61	\$94.56	\$96.54
541715, 541420, 541380, 541330ENG	Engineer I	Bachelors	0	Contractor	2.10%	\$92.36	\$94.30	\$96.28	\$98.30	\$100.37
541715, 541420, 541380, 541330ENG	Engineer II	Bachelors	5	Contractor	2.10%	\$114.96	\$117.37	\$119.84	\$122.36	\$124.93
541715, 541420, 541380, 541330ENG	Engineer III	Bachelors	7	Contractor	2.10%	\$137.18	\$140.06	\$143.00	\$146.01	\$149.07
541715, 541420, 541380, 541330ENG	Engineer IV	Bachelors	10	Contractor	2.10%	\$166.86	\$170.36	\$173.94	\$177.59	\$181.32
541715, 541420, 541380, 541330ENG	Systems Analyst I	Bachelors	0	Contractor	2.10%	\$64.40	\$65.75	\$67.13	\$68.54	\$69.98
541715, 541420, 541380, 541330ENG	Systems Analyst II	Bachelors	3	Contractor	2.10%	\$85.82	\$87.62	\$89.46	\$91.34	\$93.26
541715, 541420, 541380, 541330ENG	Systems Analyst III	Bachelors	5	Contractor	2.10%	\$113.67	\$116.06	\$118.49	\$120.98	\$123.52
541715, 541420, 541380, 541330ENG	Systems Analyst IV	Bachelors	7	Contractor	2.10%	\$134.46	\$137.28	\$140.17	\$143.11	\$146.12
541715, 541420, 541380, 541330ENG	Systems Analyst V	Bachelors	10	Contractor	2.10%	\$146.10	\$149.17	\$152.30	\$155.50	\$158.76
541715, 541420, 541380, 541330ENG	QA Specialist I**	Bachelors	0	Contractor	2.10%	\$80.60	\$82.29	\$84.02	\$85.79	\$87.59
541715, 541420, 541380, 541330ENG	Subject Matter Expert I	Bachelors	7	Contractor	2.10%	\$153.46	\$156.68	\$159.97	\$163.33	\$166.76
541715, 541420, 541380, 541330ENG	Subject Matter Expert II	Bachelors	10	Contractor	2.10%	\$182.88	\$186.72	\$190.64	\$194.65	\$198.73

541715, 541420, 541380, 541330ENG	Subject Matter Expert III	Bachelors	12	Contractor	2.10%	\$201.51	\$205.74	\$210.06	\$214.47	\$218.98
541715, 541420, 541380, 541330ENG	Subject Matter Expert IV	Masters	10	Contractor	2.10%	\$216.62	\$221.17	\$225.81	\$230.56	\$235.40
541715, 541420, 541380, 541330ENG	IT Project Coordinator	Bachelors	4	Contractor	2.10%	\$117.28	\$119.74	\$122.26	\$124.82	\$127.45
541715, 541420, 541380, 541330ENG	Technical Writer I**	Bachelors	0	Contractor	2.10%	\$64.37	\$65.72	\$67.10	\$68.51	\$69.95
541715, 541420, 541380, 541330ENG	Technical Writer II**	Bachelors	2	Contractor	2.10%	\$95.75	\$97.76	\$99.81	\$101.91	\$104.05
541715, 541420, 541380, 541330ENG	Senior Engineer/Scientist	Bachelors	10	Contractor	2.10%	\$135.54	\$138.39	\$141.29	\$144.26	\$147.29
541715, 541420, 541380, 541330ENG	Co-Op Student Assistant **	High School	0	Contractor	2.10%	\$40.02	\$40.86	\$41.72	\$42.59	\$43.49
541715, 541420, 541380, 541330ENG	Program Manager I	Bachelors	5	Customer	2.10%	\$125.11	\$127.74	\$130.42	\$133.16	\$135.95
541715, 541420, 541380, 541330ENG	Program Manager II	Bachelors	8	Customer	2.10%	\$160.11	\$163.47	\$166.91	\$170.41	\$173.99
541715, 541420, 541380, 541330ENG	Project/Task Order Lead I	Bachelors	2	Customer	2.10%	\$142.98	\$145.98	\$149.05	\$152.18	\$155.37
541715, 541420, 541380, 541330ENG	Administrative Services Specialist**	Associates	0	Customer	2.10%	\$50.00	\$51.05	\$52.12	\$53.22	\$54.33
541715, 541420, 541380, 541330ENG	Administrative Services Manager**	Associates	5	Customer	2.10%	\$82.22	\$83.95	\$85.71	\$87.51	\$89.35
541715, 541420, 541380, 541330ENG	Engineer I	Bachelors	0	Customer	2.10%	\$75.48	\$77.07	\$78.68	\$80.34	\$82.02
541715, 541420, 541380, 541330ENG	Engineer II	Bachelors	5	Customer	2.10%	\$90.13	\$92.02	\$93.96	\$95.93	\$97.94
541715, 541420, 541380, 541330ENG	Engineer III	Bachelors	7	Customer	2.10%	\$102.52	\$104.67	\$106.87	\$109.12	\$111.41
541715, 541420, 541380, 541330ENG	Engineer IV	Bachelors	10	Customer	2.10%	\$113.39	\$115.77	\$118.20	\$120.68	\$123.22
541715, 541420, 541380, 541330ENG	Systems Analyst I	Bachelors	0	Customer	2.10%	\$53.38	\$54.50	\$55.65	\$56.81	\$58.01
541715, 541420, 541380, 541330ENG	Systems Analyst II	Bachelors	3	Customer	2.10%	\$75.96	\$77.56	\$79.18	\$80.85	\$82.54
541715, 541420, 541380, 541330ENG	Systems Analyst III	Bachelors	5	Customer	2.10%	\$101.22	\$103.35	\$105.52	\$107.73	\$109.99
541715, 541420, 541380, 541330ENG	Systems Analyst IV	Bachelors	7	Customer	2.10%	\$119.60	\$122.11	\$124.68	\$127.29	\$129.97
541715, 541420, 541380, 541330ENG	Systems Analyst V	Bachelors	10	Customer	2.10%	\$125.94	\$128.58	\$131.29	\$134.04	\$136.86

541715, 541420, 541380, 541330ENG	Subject Matter Expert I	Bachelors	7	Customer	2.10%	\$116.57	\$119.02	\$121.52	\$124.07	\$126.67
541715, 541420, 541380, 541330ENG	Subject Matter Expert II	Bachelors	10	Customer	2.10%	\$145.64	\$148.70	\$151.82	\$155.01	\$158.26
541715, 541420, 541380, 541330ENG	Subject Matter Expert III	Bachelors	12	Customer	2.10%	\$171.80	\$175.41	\$179.09	\$182.85	\$186.69
541715, 541420, 541380, 541330ENG	Subject Matter Expert IV	Masters	10	Customer	2.10%	\$193.00	\$197.05	\$201.19	\$205.42	\$209.73
541715, 541420, 541380, 541330ENG	Subject Matter Expert V	Masters	12	Customer	2.10%	\$236.78	\$241.75	\$246.83	\$252.01	\$257.30
541715, 541420, 541380, 541330ENG	Systems Programmer I	Associates	0	Customer	2.10%	\$85.38	\$87.17	\$89.00	\$90.87	\$92.78
541715, 541420, 541380, 541330ENG	Systems Programmer II	Associates	2	Customer	2.10%	\$87.00	\$88.83	\$90.69	\$92.60	\$94.54
541715, 541420, 541380, 541330ENG	Business Data Analyst I	Bachelors	0	Customer	2.10%	\$75.86	\$77.45	\$79.08	\$80.74	\$82.44
541715, 541420, 541380, 541330ENG	Business Data Analyst II	Bachelors	2	Customer	2.10%	\$94.00	\$95.97	\$97.99	\$100.05	\$102.15
541715, 541420, 541380, 541330ENG	IT Project Coordinator	Bachelors	4	Customer	2.10%	\$81.00	\$82.70	\$84.44	\$86.21	\$88.02
541715, 541420, 541380, 541330ENG	Co-Op Student Assistant **	High School	0	Customer	2.10%	\$34.26	\$34.98	\$35.71	\$36.46	\$37.23

SCA/SCLS Matrix

SCLS Eligible Labor Category	SCLS Equivalent Code Title	WD Number
QA Specialist I	01270 - Production Control	154604
Technical Writer I	30461 - Technical Writer I	154604
Technical Writer II	30462 - Technical Writer II	154604
Administrative Services Specialist	01112 - General Clerk II	154604
Administrative Services Manager	01113 - General Clerk III	154604
Co-Op Student Assistant	01111 - General Clerk I	154604

The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (**) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).

Job Title	Detailed Position Description and functional responsibilities
<p align="center">Program Manager I</p>	<p>Manage the overall activities and project management team for the project schedule, quality control and contract delivery requirements list (CDRLs). At a minimum, establishes budgets, forecasts, manpower, equipment and supply needs for the overall project. The Project Manager shall be the contractor's primary point of contact in all project-level dealings with the Government. Possess extensive experience directing and managing large-scale, complex projects and have demonstrated the ability to manage projects to achieve the desired products on schedule and within budget, to provide functional and technical expertise to the project team, to track project progress and finances, and report to project and client management. The Project Manager develops the overall project management structure and monitors the execution of the project against the work plan. Provides technical and functional guidance to the project teams, monitors the progress of tasks and deliverables, tracks and reports project status to project management, and ensures that all critical project issues are addressed.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 5 YEARS</p>
<p align="center">Program Manager II</p>	<p>Manage the overall activities and project management team for the project schedule, quality control and contract delivery requirements list (C DRLs). At a minimum, establishes budgets, forecasts, manpower, equipment and supply needs for the overall project. The Project Manager shall be the contractor's primary point of contact in all project-level dealings with the Government. Possess extensive experience directing and managing large-scale, complex projects and have demonstrated the ability to manage projects to achieve the desired products on schedule and within budget, to provide functional and technical expertise to the project team, to track project progress and finances, and report to project and client management. The Project Manager develops the overall project management structure and monitors the execution of the project against the work plan. Provides technical and functional guidance to the project teams, monitors the progress of tasks and deliverables, tracks and reports project status to project management, and ensures that all critical project issues are addressed.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 8 YEARS.</p>
<p align="center">Program Manager III</p>	<p>Responsible for leading the overall project for the contractor, ensuring timely and high quality services are provided and all terms and conditions of this contractor are met. Responsible for organizing and managing task workloads within established budget and schedule guidelines. Coordinates and monitors the scheduling, pricing, and technical performance of organization programs. Negotiates and prepares contracts by considering the financial conditions, resources, and contractual requirements. Develops new business and expands product line. Ensures adherence to master plans and schedules, develops solutions to program problems, and directs work of incumbents assigned to program from various departments. Ensures projects are completed on time and within budget. Acts as advisor to program team regarding projects, tasks, and operations. Prepares proposals to win new programs. Typically reports to a department head. Has a wide and comprehensive understanding of both general and specific aspects of the job. Is capable of working on complex problems and exceptions without direct supervision.</p> <p>MINIMUM EDUCATION: MASTERS DEGREE. MINIMUM EXPERIENCE: 10 YEARS.</p>
<p align="center">Project/Task Order Lead I</p>	<p>Manages and oversees all aspects of a project to ensure it is completed on-time and within budget. Has overall responsibility for managing scope, cost, schedule, internal staffing and outside vendors, and contractual deliverable. Prepares reports for upper management regarding status of project. Typically reports to a manager. Works on projects/matters of limited complexity in a support role. Work is closely managed.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 2 YEARS</p>

<p>Cost Accounting Manager</p>	<p>Ensures that costs for the company's products and services are allocated according to corporate procedures and in compliance financial accounting standards. Oversees the cost control systems, manages and interprets cost audits, and prepares cost accounting reports for presentation to top management. Gathers historical cost data (materials, labor, depreciation, operating expenses, etc.), to compare budgets with actual expenses. Manages the cost accounting staff to complete projects. Manages subordinate staff in the day-to-day performance of their jobs. True first level manager. Ensures that project/department milestones/goals are met, adhering to approved budgets. Has full authority for personnel actions. Extensive knowledge of department processes.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 5 YEARS</p>
<p>Electrical Engineering Team Leader</p>	<p>Supervises a team of electrical engineers who design, develop, and test all aspects of electrical components, equipment, and machinery. Applies principles and techniques of electrical engineering to accomplish goals. May work with other engineering teams to increase efficiency, production quality, and volume. Typically reports to a manager or head of a unit/department. Supervises a small group of para-professional staff in an organization characterized by highly transactional or repetitive processes. Contributes to the development of processes and procedures. Thorough knowledge of functional area under supervision.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE ELECTRICAL ENGINEERING. MINIMUM EXPERIENCE: 4 YEARS</p>
<p>Business Systems Analyst I</p>	<p>Reviews, analyzes, and evaluates user needs to create systems solutions that support overall business strategies. Documents system requirements, defines scope and objectives, and assists in the creation of system specifications that drive system development and implementation. Incumbents function as a liaison between IT and users and have both business and technical expertise. Typically reports to a manager. Works on projects/matters of limited complexity in a support role. Work is closely managed.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 0 YEARS</p>
<p>Business Systems Analyst II</p>	<p>Reviews, analyzes, and evaluates user needs to create systems solutions that support overall business strategies. Documents system requirements, defines scope and objectives, and creates system specifications that drive system development and implementation. Incumbents function as a liaison between IT and users and have both business and technical expertise. Typically reports to a manager. Gaining exposure to some of the complex tasks within the job function. Occasionally directed in several aspects of the work.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 2 YEARS</p>
<p>Engineer I</p>	<p>Perform duties and responsibilities focused on increasing the quality and reliability of processes, products, or services provided by the supported customer. May design and conduct tests and analyze results of tests or outputs intended for Customer. Provide expert engineering and/or scientific solutions for highly complex technical/scientific matters to include providing technical support to field engineers, technicians, technical support representatives and customers who are diagnosing, troubleshooting, repairing and debugging complex problems. Mathematical and statistical methods may be used. Will make recommendations based on findings. May perform work in which the principles, theories and general body of knowledge of electrical, mechanical, or other engineering discipline is required. Contribute subject matter expertise and advice to the customer at a level that is typically attained via a related technical education.</p> <p>MINIMUM EDUCATION: BACHELORS OF ENGINEERING DEGREE. MINIMUM EXPERIENCE: 0 YEARS.</p>

<p>Engineer II</p>	<p>Perform duties and responsibilities focused on increasing the quality and reliability of processes, products, or services provided by the supported customer. May design and conduct tests and analyze results of tests or outputs intended for Customer. Provide expert engineering and/or scientific solutions for highly complex technical/scientific matters to include providing technical support to field engineers, technicians, technical support representatives and customers who are diagnosing, troubleshooting, repairing and debugging complex problems. Mathematical and statistical methods may be used. Will make recommendations based on findings. May perform work in which the principles, theories and general body of knowledge of electrical, mechanical, or other engineering discipline is required. Contribute subject matter expertise and advice to the customer at a level that is typically attained via a related technical education. May lead execution of complex tasks.</p> <p>MINIMUM EDUCATION: BACHELORS OF ENGINEERING DEGREE. MINIMUM EXPERIENCE: 5 YEARS.</p>
<p>Engineer III</p>	<p>Perform duties and responsibilities focused on increasing the quality and reliability of processes, products, or services provided by the supported customer. May design and conduct tests and analyze results of tests or outputs intended for Customer. Provide expert engineering and/or scientific solutions for highly complex technical/scientific matters to include providing technical support to field engineers, technicians, technical support representatives and customers who are diagnosing, troubleshooting, repairing and debugging complex problems. Mathematical and statistical methods may be used. Will make recommendations based on findings. May perform work in which the principles, theories and general body of knowledge of electrical, mechanical, or other engineering discipline is required. Contribute subject matter expertise and advice to the customer at a level that is typically attained via a related technical education. May lead execution of complex tasks.</p> <p>MINIMUM EDUCATION: BACHELORS OF ENGINEERING DEGREE. MINIMUM EXPERIENCE: 7 YEARS.</p>
<p>Engineer IV</p>	<p>Perform duties and responsibilities focused on increasing the quality and reliability of processes, products, or services provided by the supported customer. May design and conduct tests and analyze results of tests or outputs intended for Customer. Provide expert engineering and/or scientific solutions for highly complex technical/scientific matters to include providing technical support to field engineers, technicians, technical support representatives and customers who are diagnosing, troubleshooting, repairing and debugging complex problems. Mathematical and statistical methods may be used. Will make recommendations based on findings. May perform work in which the principles, theories and general body of knowledge of electrical, mechanical, or other engineering discipline is required. Contribute subject matter expertise and advice to the customer at a level that is typically attained via a related technical education. May lead execution of complex tasks.</p> <p>MINIMUM EDUCATION: BACHELORS OF ENGINEERING DEGREE. MINIMUM EXPERIENCE: 10 YEARS.</p>
<p>Systems Analyst I</p>	<p>Provides analysis support in engineering, science, modeling and simulation, business, financial, cost, or program management; provides technical support to programs, projects or tasks, either independently or under supervision, which is broad in nature; analyzes data, develops information, and assesses available solutions or alternative methods of proceeding; organizes and documents findings of studies and develops and maintains functional and operating documentation; provides oversight of project or task deliverables; supports design and implementation of tasks, including personnel, hardware, software and support facilities and/or equipment; supports Engineers/Scientists as required and may perform other duties as assigned.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 0 YEARS.</p>

<p>Systems Analyst II</p>	<p>Provides analysis support in engineering, science, modeling and simulation, business, financial, cost, or program management; provides technical support to programs, projects or tasks, either independently or under supervision, which is broad in nature; analyzes data, develops information, and assesses available solutions or alternative methods of proceeding; organizes and documents findings of studies and develops and maintains functional and operating documentation; provides oversight of project or task deliverables; supports design and implementation of tasks, including personnel, hardware, software and support facilities and/or equipment; supports Engineers/Scientists as required and may perform other duties as assigned.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 3 YEARS.</p>
<p>Systems Analyst III</p>	<p>Provides analysis support in engineering, science, modeling and simulation, business, financial, cost, or program management; provides technical support to programs, projects or tasks, either independently or under supervision, which is broad in nature; analyzes data, develops information, and assesses available solutions or alternative methods of proceeding; organizes and documents findings of studies and develops and maintains functional and operating documentation; provides oversight of project or task deliverables; supports design and implementation of tasks, including personnel, hardware, software and support facilities and/or equipment; supports Engineers/Scientists as required and may perform other duties as assigned.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 5 YEARS.</p>
<p>Systems Analyst IV</p>	<p>Provides analysis support in engineering, science, modeling and simulation, business, financial, cost, or program management; provides technical support to programs, projects or tasks, either independently or under supervision, which is broad in nature; analyzes data, develops information, and assesses available solutions or alternative methods of proceeding; organizes and documents findings of studies and develops and maintains functional and operating documentation; provides oversight of project or task deliverables; supports design and implementation of tasks, including personnel, hardware, software and support facilities and/or equipment; supports Engineers/Scientists as required and may perform other duties as assigned.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 7 YEARS.</p>
<p>Systems Analyst V</p>	<p>Provides analysis support in engineering, science, modeling and simulation, business, financial, cost, or program management; provides technical support to programs, projects or tasks, either independently or under supervision, which is broad in nature; analyzes data, develops information, and assesses available solutions or alternative methods of proceeding; organizes and documents findings of studies and develops and maintains functional and operating documentation; provides oversight of project or task deliverables; supports design and implementation of tasks, including personnel, hardware, software and support facilities and/or equipment; supports Engineers/Scientists as required and may perform other duties as assigned.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 10 YEARS.</p>
<p>QA Specialist I**</p>	<p>Develops and implements organization and regulatory quality standards in the manufacturing facility. Knowledgeable of industry and governmental quality regulations. Audits and reviews quality data according to existing documents and procedures. Typically reports to a manager. Works on projects/matters of limited complexity in a support role. Work is closely managed.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 0 YEARS.</p>

<p>Subject Matter Expert I</p>	<p>A highly skilled, experienced and extremely knowledgeable individual (utilized for short-term efforts and/or on an intermittent, part-time basis) who has meticulous, comprehensive knowledge of a specific air, space, missile, or defense technology, technical, or operational area which include, but are not limited to, propulsion, optics, radar, directed energy, or communications. Not an officer or employee of a contractor/subcontractor. Obtain information, advice, opinions, alternatives, conclusions, recommendations, training, or direct assistance, such as studies, analyses, or evaluations.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 7 YEARS.</p>
<p>Subject Matter Expert II</p>	<p>A highly skilled, experienced and extremely knowledgeable individual (utilized for short-term efforts and/or on an intermittent, part-time basis) who has meticulous, comprehensive knowledge of a specific air, space, missile, or defense technology, technical, or operational area which include, but are not limited to, propulsion, optics, radar, directed energy, or communications. Not an officer or employee of a contractor/subcontractor. Obtain information, advice, opinions, alternatives, conclusions, recommendations, training, or direct assistance, such as studies, analyses, or evaluations.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 10 YEARS.</p>
<p>Subject Matter Expert III</p>	<p>A highly skilled, experienced and extremely knowledgeable individual (utilized for short-term efforts and/or on an intermittent, part-time basis) who has meticulous, comprehensive knowledge of a specific air, space, missile, or defense technology, technical, or operational area which include, but are not limited to, propulsion, optics, radar, directed energy, or communications. Not an officer or employee of a contractor/subcontractor. Obtain information, advice, opinions, alternatives, conclusions, recommendations, training, or direct assistance, such as studies, analyses, or evaluations.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 12 YEARS.</p>
<p>Subject Matter Expert IV</p>	<p>A highly skilled, experienced and extremely knowledgeable individual (utilized for short-term efforts and/or on an intermittent, part-time basis) who has meticulous, comprehensive knowledge of a specific air, space, missile, or defense technology, technical, or operational area which include, but are not limited to, propulsion, optics, radar, directed energy, or communications. Not an officer or employee of a contractor/subcontractor. Obtain information, advice, opinions, alternatives, conclusions, recommendations, training, or direct assistance, such as studies, analyses, or evaluations.</p> <p>MINIMUM EDUCATION: MASTERS DEGREE. MINIMUM EXPERIENCE: 10 YEARS.</p>
<p>Subject Matter Expert V</p>	<p>A highly skilled, experienced and extremely knowledgeable individual (utilized for short-term efforts and/or on an intermittent, part-time basis) who has meticulous, comprehensive knowledge of a specific air, space, missile, or defense technology, technical, or operational area which include, but are not limited to, propulsion, optics, radar, directed energy, or communications. Not an officer or employee of a contractor/subcontractor. Obtain information, advice, opinions, alternatives, conclusions, recommendations, training, or direct assistance, such as studies, analyses, or evaluations.</p> <p>MINIMUM EDUCATION: MASTERS DEGREE. MINIMUM EXPERIENCE: 12 YEARS.</p>

<p>IT Project Coordinator</p>	<p>Coordinates all IT projects and ensures company resources are utilized appropriately. Compiles project status reports, coordinates project schedules, manages project meetings, and identifies and resolves technical problems. Identifies and analyzes systems requirements and defines project scope, requirements, and deliverables. Coordinates project activities and ensures all project phases are documented appropriately. Typically reports to a supervisor or manager. Contributes to moderately complex aspects of a project. Work is generally independent and collaborative in nature.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 4 YEARS.</p>
<p>Technical Writer I**</p>	<p>Creates and publishes technical documentations and manuals. Experience in writing or editing scientific technical engineering or other professional materials. Capable of developing technical manuals, technical documentation, and training materials in accordance with applicable Government standards. Collects and interprets technical data or information and coordinates layout for publication. Typically reports to a manager. Works on projects/matters of limited complexity in a support role. Work is closely managed.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 0 YEARS.</p>
<p>Technical Writer II**</p>	<p>Creates and publishes technical documentations and manuals. Experience in writing or editing scientific technical engineering or other professional materials. Capable of developing technical manuals, technical documentation, and training materials in accordance with applicable Government standards. Collects and interprets technical data or information and coordinates layout for publication. Typically reports to a manager. Gaining exposure to some of the complex tasks within the job function. Occasionally directed in several aspects of the work.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 2 YEARS.</p>
<p>Senior Engineer/Scientist</p>	<p>Provides expert consultation in one or more areas for the design, development and implementation of technical products and systems. Resolves highly complex technical issues and conducts advanced research. Recommends alterations to development and design to improve quality of products and/or procedures. Has extensive engineering knowledge and is considered an expert in one or more engineering specialties. Typically reports to a manager or executive. Works on advanced, complex technical projects or business issues requiring state of the art technical or industry knowledge. Works autonomously. Goals are generally communicated in solution or project goal terms. May provide a leadership role for the work group through knowledge in the area of specialization.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE OF ENGINEERING. MINIMUM EXPERIENCE: 10 YEARS.</p>
<p>Administrative Services Specialist**</p>	<p>Provides administrative services directly to the Program Manager or Project/Task Order Lead such as project clerical support, mail distribution, document management, files maintenance, and presentation graphics to ensure efficient operations of the project. Contributes in the preparation and submittal of contract deliverables, reports, and status. Understands how to access services with clear policies and procedures. Suggests improvements to services and identifies additional efficiencies. Typically reports to a head of a unit/department.</p> <p>MINIMUM EDUCATION: ASSOCIATE’S DEGREE. MINIMUM EXPERIENCE: 0 YEARS.</p>
<p>Administrative Services Manager**</p>	<p>Directs and coordinates the delivery of administrative services directly in support of the Program Manager or Project/Task Order Lead such as project clerical support, mail distribution, document management, files maintenance, and presentation graphics to ensure efficient operations of the project. Ensures that users understand how to access services with clear policies and procedures. Suggests improvements to services and identifies additional efficiencies. Typically reports to a Program Manager or Project/Task Order Lead. Directs the preparation and submittal of contract</p>

	<p>deliverables, reports, and status. Manages subordinate staff in the day-to-day performance of their jobs. Ensures that project/department milestones/goals are met and adhering to approved project budgets. Has full authority for personnel actions. 1 year supervisory experience may be required. Extensive knowledge of the function and department processes.</p> <p>MINIMUM EDUCATION: ASSOCIATE’S DEGREE. MINIMUM EXPERIENCE: 5 YEARS.</p>
Systems Programmer I	<p>Reviews, analyzes, develops, installs, and modifies computer operating systems. Analyzes and resolves problems associated with operating systems. Detects, diagnoses, and reports related problems. Typically reports to a project leader or manager. Capable of developing utility programs and providing technical guidance to project teams. Develops interactive courseware from script storyboards using various authoring systems. Capable of performing interim and final testing of developed programs. Responsible for the writing of program code for complex projects. Works on projects/matters of limited complexity in a support role. Work is closely managed.</p> <p>MINIMUM EDUCATION: ASSOCIATE’S DEGREE. MINIMUM EXPERIENCE: 0 YEARS.</p>
Systems Programmer II	<p>Reviews, analyzes, develops, installs, and modifies computer operating systems. Analyzes and resolves problems associated with operating systems. Detects, diagnoses, and reports related problems. Typically reports to a project leader or manager. Capable of developing utility programs and providing technical guidance to project teams. Develops interactive courseware from script storyboards using various authoring systems. Capable of performing interim and final testing of developed programs. Responsible for the writing of program code for complex projects. Works on projects/matters of limited complexity in a support role. May work independently on selected complex projects; occasionally directed in several aspects of a project.</p> <p>MINIMUM EDUCATION: ASSOCIATE’S DEGREE. MINIMUM EXPERIENCE: 2 YEARS.</p>
Business Data Analyst I	<p>Performs business analysis using various techniques, e.g. statistical analysis, explanatory and predictive modeling, data mining. Determines best practices and develops actionable insights and recommendations for the current business operations. Works directly with the internal or external client to identify analytical requirements. May help to produce ad hoc data and reports. May assist in implementing or developing systems to capture business operation information. Typically reports to a supervisor or manager. Gaining exposure to some of the complex tasks within the job function. Occasionally directed in several aspects of the work.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 0 YEARS.</p>
Business Data Analyst II	<p>Performs advanced business analysis using various techniques, e.g. statistical analysis, explanatory and predictive modeling, data mining. Determines best practices and develops actionable insights and recommendations for the current business operations or issues. Works closely with the internal or external client to identify analytical requirements. May handle special analytical projects as needed. May assist in implementing or developing systems to capture business operation information. Typically reports to a manager or head of a unit/department. Contributes to moderately complex aspects of a project. Work is generally independent and collaborative in nature. May oversee the work of less experienced analysts.</p> <p>MINIMUM EDUCATION: BACHELORS DEGREE. MINIMUM EXPERIENCE: 2 YEARS.</p>

Co-Op Student Assistant**	<p>Locates and retrieves company records as requested. Follows verification procedures and prepares records for archiving. Inventories records stored and may assist in the destruction of records. Typically reports to a supervisor. Possesses a moderate understanding of general aspects of the job. Works under the close direction of senior personnel in the functional area.</p> <p>MINIMUM EDUCATION: HIGH SCHOOL DIPLOMA. MINIMUM EXPERIENCE: 0 YEARS</p>
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EXPERIENCE/EDUCATION SUBSTITUTIONS

Labor Category	Min Edu	Min Exp	PhD	Masters	Bachelors	Associate	High School
Administrative Services Manager**	Associates	5	NA	NA	NA		7
Administrative Services Specialist**	Associates	0	NA	NA	NA		2
Business Data Analyst I	Bachelors	0	NA	NA		2	2
Business Data Analyst II	Bachelors	2	NA	NA		4	4
Business Systems Analyst I	Bachelors	0	NA	NA		2	4
Business Systems Analyst II	Bachelors	2	NA	NA		4	6
Co-Op Student Assistant **	High School	0	NA	NA	NA	NA	
Cost Accounting Manager	Bachelors	5	NA	NA		7	9
Electrical Engineering Team Leader	Bachelors	4	NA	NA		NA	NA
Engineer I	Bachelors	0	NA	NA		NA	NA
Engineer II	Bachelors	5	NA	NA		NA	NA
Engineer III	Bachelors	7	NA	NA		NA	NA
Engineer IV	Bachelors	10	NA	NA		NA	NA
IT Project Coordinator	Bachelors	4	NA	NA		6	8
Program Manager I	Bachelors	5	NA	NA		NA	NA
Program Manager II	Bachelors	8	NA	NA		NA	NA
Program Manager III	Masters	10	NA		NA	NA	NA
Project/Task Order Lead I	Bachelors	2	NA	NA		NA	NA
QA Specialist I**	Bachelors	0	NA	NA		2	4
Senior Engineer/Scientist	Bachelors	10	NA	NA		NA	NA
Subject Matter Expert I	Bachelors	7	NA	NA		NA	NA
Subject Matter Expert II	Bachelors	10	NA	NA		NA	NA
Subject Matter Expert III	Bachelors	12	NA	NA		NA	NA
Subject Matter Expert IV	Masters	10	NA		NA	NA	NA
Subject Matter Expert V	Masters	12	NA	12	NA	NA	NA
Systems Analyst I	Bachelors	0	NA	NA		2	4
Systems Analyst II	Bachelors	3	NA	NA		5	7
Systems Analyst III	Bachelors	5	NA	NA		7	9
Systems Analyst IV	Bachelors	7	NA	NA		9	11
Systems Analyst V	Bachelors	10	NA	NA		12	14
Systems Programmer I	Associates	0	NA	NA	NA	0	2
Systems Programmer II	Associates	2	NA	NA	NA	2	4
Technical Writer I**	Bachelors	0	NA	NA		2	4
Technical Writer II**	Bachelors	2	NA	NA		4	6