



## The Kenific Group, Inc.

**General Services Administration  
Multiple Award Schedule (MAS)**

**Federal Supply Group:** Engineering, IT, Professional, and Scientific and Management Solutions Services

**Contract Number:** 47QRAA19D00C7

**Contract Period:** 09/10/2019-09/09/2024

**Pricelist** Current as of Modification # A826 Effective 02/17/2021



®

# Schedule

**Contractor:** Kenific Group Inc., The (DBA KGI)  
3975 Fair Ridge Drive Suite 250N  
Fairfax, VA 22033 2935

**Business Size:** Small, Disadvantaged Business

**Telephone:** 571-636-4002  
**Fax Number:** 571-363-4020  
**Web Site:** [www.kenificgroup.com](http://www.kenificgroup.com)  
**E-mail:** [kris.kenific@kenificgroup.com](mailto:kris.kenific@kenificgroup.com)  
**Contract Administration:** Mr. Kris Kenific

**Federal Acquisition Service  
Authorized Federal Supply Schedule Price List**

*For more information on ordering from the Federal Supply Schedule, click on the FSS Schedules button at [fss.gsa.gov](http://fss.gsa.gov) 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: <http://www.GSAAdvantage.gov>.*

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## ABOUT THE KENIFIC GROUP, INC.

The Kenific Group, Incorporated (KGI) is a private, small business based in the Washington, DC area. Founded in 2011, KGI prides itself on integrity and customer satisfaction, providing innovative solutions based on long-term customer goals. KGI is able to provide authorized buyers the below services from its Professional Services Schedule which include:

### ENGINEERING SERVICES

KGI provides experienced engineering professionals with the skills to conduct specialized analyses and evaluations. Our experts help clients ensure the soundness of engineering design documents so that issues are identified and resolved during the design process, minimizing costly changes in the future. We utilize the latest engineering software and processes to provide high quality solutions that meet our client's needs.

KGI services include:

- + Individual and complete system integration
- + Ship and system design
- + Front end analysis
- + Structural design
- + Modeling
- + Static and dynamic analysis
- + System integration testing

### SUPPLY CHAIN MANAGEMENT

KGI develops tailored supply chain solutions that align with its clients strategic objectives and achieve sustained, profitable growth. Our consultants can unlock value using our Results Delivery© approach to focus on improving supply chain capabilities by ensuring successful implementation, execution, and lasting alignment between strategy and design.

KGI services include:

- + Project Management Institute (PMI) programmatic approach
- + Earned Value Management Systems (EVMS)
- + Lean Six Sigma
- + Integrated cost analysis
- + Supply chain evaluation.

### ENERGY MANAGEMENT

KGI provides analytical support to optimize the management and allocation of energy resources. Our experts will develop, implement and manage innovative energy management solutions to reduce Scope 1, 2 and 3 greenhouse gas emissions, reduce energy use, increase sustainable building designs, reduce water consumption, increase renewable energy use and can foster a culture of smart energy stewardship through outreach and training.

KGI services include:

- + Management of Energy Savings Performance Contracts (ESPCs)
- + Management of Utility Energy Service Contracts (UESCs)
- + Management of Energy Services Agreements (ESAs)

- + Management of Power Purchase Agreements (PPAs)
- + Development of Logistics Plans in support of mobile assets and base support missions
- + Fuel logistics, fuel procurement, and fuel quality
- + Technical and financial analysis
- + Development of energy management policy.

### **MANAGEMENT CONSULTING**

KGI works with senior level management to support the development of strategic plans and establish realistic measures that assess progress. Our experts work with clients to align stakeholders and drive consensus to ensure successful implementation of transformational initiatives such as process re-engineering, organizational design, and software implementation.

KGI services include:

- + Individual and complete system integration
- + Ship and system design
- + Front end analysis
- + Structural design
- + Modeling
- + Static and dynamic analysis
- + System integration testing

### **PROJECT MANAGEMENT & SCHEDULING**

KGI provides clients with experienced scheduling engineers who effectively manage schedules, project duration, task sequencing, change management, and cost control. Our experts help clients improve their organization's ability to manage and control project outcomes, align costs with resource allocation, and improve management transparency. KGI will help ensure alignment between unique project requirements, capital planning, and delivery schedule while effectively tracking project risks to meet overall strategic objectives

KGI services include:

- + Primavera certified project schedulers
- + Maintenance scheduling and planning
- + Internal and external resource management
- + Program lifecycle management
- + Cost accounting
- + Financial management.

### **DATA ANALYTICS**

KGI consultants provide its clients with the expertise needed to make sound business decisions and inform technical requirements as part of the software development lifecycle. We can incorporate the latest data visualization and analytics technologies, establish platforms that interconnect an organization's entire enterprise and deliver Big Data solutions with velocity, variety, and veracity. KGI services include:

- + Actionable Analytics
- + Data Transparency
- + Big Data DevOps

For more information about KGI's services, please contact Mr. Kris Kenific at (571) 363-4002 or [kris.kenific@kenificgroup.com](mailto:kris.kenific@kenificgroup.com)

## CUSTOMER INFORMATION:

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

SIN	SIN Description
541330ENG	Engineering Services
541370GIS	Geographic Information Systems (GIS) Services
541380	Testing Laboratory Services
541420	Engineering System Design and Integration Services
54151S	Information Technology Professional Services
541611	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
541614SVC	Supply and Value Chain Management
541620	Environmental Consulting Services
541715	Engineering Research and Development and Strategic Planning
561210FS	Facilities Support Services
OLM	Order Level Materials

1b. . Lowest Priced Model Number and Price for each SIN: N/A

1c. Hourly Rates (Services Only): Please see Page 7 for our hourly rates.

2. Maximum Order: \$1,000,000.00 (SIN # 541380 - \$250,000, SIN # 54151S - \$500,000)

3. Minimum Order: \$100.00

4. Geographic Coverage (delivery Area): Domestic and Overseas

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.

9a. Notification that Government purchase cards are accepted up to 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:** : Ordering activities shall use the ordering procedures described in Federal Acquisition Regulation 8.405-3 when placing an order or establishing a BPA for supplies or services. The ordering procedures, information on Blanket Purchase Agreements (BPA’s) and a sample BPA can be found at the GSA/FSS Schedule Homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).
14. **Payment address(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):** Government Commercial Credit Cards will be acceptable for payments for orders above the micro-purchase threshold. Contact the contractor for limit.
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).**

**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/](http://www.Section508.gov/).**

**25. Data Universal Numbering System (DUNS) number:** 969270474 and CGAE CODE 6HXB5

**26. Notification regarding registration in The System for Award Management:** Contractor has an Active Registration in the SAM database

**27. Final Pricing:**

The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

SIN #	Awarded Labor Category	Site	Base Year	Year 2	Year 3	Year 4	Year 5
541330ENG, 541380, 541420, 541611, 541614SVC, 54151S, 541715, 561210FS	Acquisition Analyst	Both	\$64.73	\$66.02	\$67.34	\$68.69	\$70.06
541330ENG, 541370GIS, 541380, 541420, 54151S, 541611, 541614SVC, 541620, 541715, 561210FS	**Administrative	Both	\$43.48	\$44.35	\$45.23	\$46.14	\$47.06
541330ENG, 541370GIS, 541380, 541420, 54151S, 541611, 541614SVC, 541620, 541715, 561210FS	Analyst (Junior)	Both	\$44.40	\$45.29	\$46.20	\$47.12	\$48.06
541330ENG, 541370GIS, 541380, 541420, 54151S, 541611, 541614SVC, 541620, 541715, 561210FS	Analyst (Intermediate)	Both	\$60.98	\$62.20	\$63.44	\$64.71	\$66.00
541330ENG, 541370GIS, 541380, 541420, 54151S,	Analyst (Senior)	Both	\$110.70	\$112.91	\$115.17	\$117.48	\$119.83

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541611, 541614SVC, 541620, 541715, 561210FS								
541330ENG, 541380, 541420, 541715	Civil Engineer	Both	\$94.57	\$96.46	\$98.39	\$100.36	\$102.36	
541330ENG, 541380, 541420, 541614SVC, 54151S, 541715, 561210FS	Configuration Management Specialist (1)	Both	\$73.35	\$74.82	\$76.31	\$77.84	\$79.40	
541330ENG, 541380, 541420, 541614SVC, 54151S, 541715, 561210FS	Configuration Management Specialist (2)	Both	\$66.24	\$67.56	\$68.91	\$70.29	\$71.70	
541330ENG, 541370GIS, 541380, 541420, 54151S, 541611, 541614SVC, 541620, 541715, 561210FS	Documentation Specialist	Both	\$51.18	\$52.21	\$53.25	\$54.32	\$55.40	
541330ENG, 541370GIS, 541380, 541420, 54151S, 541611, 541614SVC, 541620, 541715, 561210FS	Document Specialist	Both	\$74.27	\$75.75	\$77.27	\$78.81	\$80.39	
541330ENG, 541380, 541420, 541715, 54151S	Electrical Engineer	Both	\$76.67	\$78.20	\$79.76	\$81.36	\$82.98	
541330ENG, 541380, 541420, 541715	Engineer	Both	\$69.52	\$70.91	\$72.33	\$73.78	\$75.25	
541330ENG, 541380, 541420, 541620, 541370GIS, 541715	Environmental Engineer	Both	\$100.09	\$102.09	\$104.13	\$106.22	\$108.34	
541370GIS, 541620	Environmental Scientist	Both	\$88.89	\$90.66	\$92.48	\$94.33	\$96.21	
541330ENG, 541380, 541420, 541715, 54151S	Field Service Engineer V	Both	\$52.20	\$53.25	\$54.31	\$55.40	\$56.50	
541330ENG, 541370GIS, 541380, 541420, 54151S, 541611, 541614SVC, 541620, 541715, 561210FS	**Journeyman Administrative Assistant	Both	\$42.73	\$43.59	\$44.46	\$45.35	\$46.25	
541330ENG, 541380, 541420, 54151S, 541611, 541614SVC, 541715, 561210FS	Journeyman Business Operations Specialist	Both	\$75.81	\$77.32	\$78.87	\$80.45	\$82.06	
541330ENG, 541380, 541420, 541715	Journeyman Engineer (Test & Evaluation)	Both	\$63.24	\$64.51	\$65.80	\$67.12	\$68.46	
541330ENG, 541380, 541420, 541715,	Journeyman Logistician	Both	\$63.24	\$64.51	\$65.80	\$67.12	\$68.46	

**Multiple Award Schedule Catalog**

541614SVC, 561210FS								
541330ENG, 541380, 541420, 541715, 541614SVC, 561210FS	Junior Logistician	Both	\$52.27	\$53.32	\$54.38	\$55.47	\$56.58	
541330ENG, 541380, 541420, 541715, 541614SVC, 561210FS	Logistician	Both	\$77.49	\$79.04	\$80.62	\$82.23	\$83.88	
541330ENG, 541370GIS, 541380, 541420, 54151S, 541611, 541614SVC, 541620, 541715, 561210FS	Program Management (PM) Specialist	Both	\$64.73	\$66.02	\$67.34	\$68.69	\$70.06	
541330ENG, 541370GIS, 541380, 541420, 54151S, 541611, 541614SVC, 541620, 541715, 561210FS	Program Manager	Both	\$146.63	\$149.56	\$152.55	\$155.60	\$158.72	
541330ENG, 541370GIS, 541380, 541420, 54151S, 541611, 541614SVC, 541620, 541715, 561210FS	Project Quality Control (QC) Manager	Both	\$100.09	\$102.09	\$104.13	\$106.22	\$108.34	
541330ENG, 541380, 541420, 54151S, 541611, 541614SVC, 541715, 561210FS	Senior Acquisition Analyst	Both	\$90.51	\$92.32	\$94.17	\$96.05	\$97.97	
541611, 541614SVC, 54151S	Senior Business & Financial Operations Specialist	Both	\$122.19	\$124.63	\$127.12	\$129.67	\$132.26	
541330ENG, 541380, 541420, 541715	Senior Business Subject Matter Expert (SME)	Both	\$112.44	\$114.69	\$116.99	\$119.33	\$121.71	
541330ENG, 541380, 541420, 54151S, 541614SVC, 541715, 561210FS	Senior Electronics/Software Engineer	Both	\$124.87	\$127.36	\$129.91	\$132.51	\$135.16	
541330ENG, 541380, 541420, 541715	Senior Engineer	Both	\$76.30	\$77.83	\$79.38	\$80.97	\$82.59	
541330ENG, 541380, 541420, 541715, 541614SVC, 561210FS	Senior Logistician	Both	\$73.40	\$74.87	\$76.37	\$77.89	\$79.45	
541330ENG, 541380, 541420, 541715	Senior Marine Engineer (Electrical)	Both	\$116.93	\$119.27	\$121.65	\$124.08	\$126.57	
541330ENG, 541380, 541420, 541715	Senior Marine Engineer (Mechanical)	Both	\$117.94	\$120.30	\$122.71	\$125.16	\$127.67	
541330ENG, 541380, 541420, 541715	Senior Naval Architect	Both	\$80.98	\$82.60	\$84.25	\$85.93	\$87.65	

**Multiple Award Schedule Catalog**

541330ENG, 541370GIS, 541380, 541420, 54151S, 541611, 541614SVC, 541620, 541715, 561210FS	Senior Program Management Specialist	Both	\$105.90	\$108.02	\$110.18	\$112.39	\$114.63
541330ENG, 541370GIS, 541380, 541420, 54151S, 541611, 541614SVC, 541620, 541715, 561210FS	Senior Program Manager	Both	\$241.55	\$246.38	\$251.31	\$256.34	\$261.46
541330ENG, 541370GIS, 541380, 541420, 54151S, 541611, 541614SVC, 541620, 541715, 561210FS	Senior Project Manager	Both	\$129.18	\$131.76	\$134.40	\$137.09	\$139.83
541330ENG, 541370GIS, 541380, 541420, 54151S, 541611, 541614SVC, 541620, 541715, 561210FS	SME (Junior)	Both	\$79.28	\$80.87	\$82.49	\$84.14	\$85.82
541330ENG, 541370GIS, 541380, 541420, 54151S, 541611, 541614SVC, 541620, 541715, 561210FS	SME (Intermediate)	Both	\$82.86	\$84.52	\$86.21	\$87.93	\$89.69
541330ENG, 541370GIS, 541380, 541420, 54151S, 541611, 541614SVC, 541620, 541715, 561210FS	SME (Senior)	Both	\$121.96	\$124.40	\$126.89	\$129.43	\$132.02
541330ENG, 541380, 541420, 541715	SME Engineer Manager	Both	\$124.87	\$127.36	\$129.91	\$132.51	\$135.16
541330ENG, 541380, 541420, 54151S, 541611, 541614SVC, 541715, 561210FS	Technical Specialist	Both	\$56.28	\$57.41	\$58.56	\$59.73	\$60.92
541330ENG, 541380, 541420, 541614SVC, 541715, 561210FS	Unique Labor Category (ULC) Acquisition Engineer (Intermediate)	Both	\$72.23	\$73.68	\$75.15	\$76.65	\$78.19
541330ENG, 541380, 541420, 541614SVC, 541715, 561210FS	ULC Acquisition Management (Senior)	Both	\$112.57	\$114.83	\$117.12	\$119.46	\$121.85
541330ENG, 541370GIS, 541380, 541420, 54151S,	ULC Configuration Management (Intermediate)	Both	\$79.74	\$81.33	\$82.96	\$84.62	\$86.31

**Multiple Award Schedule Catalog**

541611, 541614SVC, 541620, 541715, 561210FS								
541330ENG, 541380, 541420, 541715	ULC Engineering Management (Intermediate)	Both	\$112.57	\$114.83	\$117.12	\$119.46	\$121.85	
541330ENG, 541380, 541420, 541614SVC, 541715, 561210FS	ULC Logistics Manager	Both	\$93.81	\$95.69	\$97.60	\$99.56	\$101.55	
541330ENG, 541380, 541420, 541614SVC, 541715, 561210FS	ULC Logistician (Senior)	Both	\$81.61	\$83.24	\$84.91	\$86.61	\$88.34	
541330ENG, 541380, 541420, 541715	ULC Marine Engineer (Intermediate)	Both	\$84.43	\$86.12	\$87.84	\$89.60	\$91.39	
541330ENG, 541380, 541420, 541715	ULC Marine Engineer (Senior)	Both	\$121.96	\$124.40	\$126.89	\$129.43	\$132.02	
541330ENG, 541380, 541420, 541715	ULC Naval Architect (Senior)	Both	\$121.96	\$124.40	\$126.89	\$129.43	\$132.02	
541330ENG, 541370GIS, 541380, 541420, 54151S, 541611, 541614SVC, 541620, 541715, 561210FS	ULC Program Manager (Intermediate)	Both	\$112.57	\$114.83	\$117.12	\$119.46	\$121.85	
541330ENG, 541370GIS, 541380, 541420, 54151S, 541611, 541614SVC, 541620, 541715, 561210FS	ULC Program Manager (Senior)	Both	\$131.34	\$133.96	\$136.64	\$139.37	\$142.16	
541330ENG, 541380, 541420, 541715 54151S	Warranty Administrator	Both	\$88.09	\$89.85	\$91.65	\$93.48	\$95.35	

**Service Contract Labor Standards/Service Contract Act (SCLS/SCA) Matrix**

SCA Eligible Labor Category	SCA Equivalent Code Title	Wage Determination No
Journeyman Administrative Assistant	01020 Administrative Assistant	WD 15-4281
Administrative	01020 Administrative Assistant	WD 15-4281

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).

**LABOR CATEGORY DESCRIPTIONS**
**Acquisition Analyst**

**Required Education / Experience:** Bachelor of Arts (BA)/Bachelor of Science (BS) Degree with 4 years relevant experience.

**Responsibilities:** Provides functional and technical direction in the design, development, acquisition, production, fielding and post deployment support of government programs. Supports the government in overall product management policies, plans, requirements, execution, control and direction of the work and associated resources involved in providing life cycle management.

**Senior Acquisition Analyst**

**Required Education / Experience:** BA/BS Degree with 8 years relevant experience.

**Responsibilities:** Applies knowledge of acquisition processes, and analytical methods or techniques to gather, analyze, and evaluate information required by program or project managers and customers. Draws conclusions and devises solutions to problems relating to improvement of acquisition effectiveness and compliance. Develops and drafts acquisition documentation and ensuring quality control. May perform work measurement studies, program or operations efficiency reviews, cost studies, or workload change impact analyses. Relies upon and uses automated management information systems in performing fact finding, analytical, and advisory functions

**Administrative**

**Required Education / Experience:** High School diploma with 3 years relevant experience.

**Responsibilities:** Provides a full range of administrative and clerical support and may participate in special projects and non-routine tasks.

**Analyst (Junior)**

**Required Education / Experience:** BA/BS Degree with 2 years relevant experience.

**Responsibilities:** Applies appropriate management analysis processes, modeling and simulation tools, and technical techniques to provide the services required. Employs process improvement and reengineering methodologies and principles to conducting process modernization projects.

**Analyst (Intermediate)**

**Required Education / Experience:** BA/BS Degree with 4 years relevant experience.

**Responsibilities:** Applies appropriate management analysis processes, modeling and simulation tools, and technical techniques to provide the services required. Employs process improvement and reengineering methodologies and principles to conducting process modernization projects. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer. Coordinates a project team to ensure enterprise wide integration of management efforts.

**Analyst (Senior)**

**Required Education / Experience:** BA/BS Degree with 10 years relevant experience.

**Responsibilities:** Applies applicable management analysis processes, modeling and simulation tools, and technical techniques to provide the services required. Employs process improvement and reengineering methodologies and principles to conduct process modernization projects. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer. Serves as key coordinator among multiple project teams to ensure enterprise wide integration of management efforts. Provides daily supervision and direction to personnel performing management analysis tasking.

**Civil Engineer**

**Required Education / Experience:** BS Degree with 10 years relevant experience.

**Responsibilities:** Performs Civil engineering efforts and may supervise Civil engineering staff participating in such efforts. Provides Civil engineering, technical, and managerial direction for problem definition, analysis, requirement development, and implementation for complex systems in the engineering discipline required to meet technical requirements. Makes recommendations and advises on system development, improvements, optimization, or support efforts. Performs risk assessments and analyses employing modeling and simulation techniques.

**Configuration Management Specialist (1)**

**Required Education / Experience:** BS Degree with 6 years relevant experience.

**Responsibilities:** Provides configuration management planning. Describes provisions for configuration identification, change control, configuration status accounting and configuration audits. Identifies and maintains the original configuration of requirements documentation, design documentation, and related documentation. Responsible for configuration change control. Regulates the change process so that only approved and validated changes are incorporated into product documents and related software. Responsible for configuration status accounting. Tracks all problems and changes in product documents and reports changes and current configuration. Responsible for configuration audits. Supports audits to verify that requirements of all baselines have been met. Supports the quality assurance process audits.

**Configuration Management Specialist (2)**

**Required Education / Experience:** BS Degree with 4 years relevant experience.

**Responsibilities:** Provides configuration management planning. Describes provisions for configuration identification, change control, configuration status accounting and configuration audits. Identifies and maintains the original configuration of requirements documentation, design documentation, and related documentation. Responsible for configuration change control. Regulates the change process so that only approved and validated changes are incorporated into product documents and related software. Responsible for configuration status accounting. Tracks all problems and changes in product documents and reports changes and current configuration. Responsible for configuration audits. Supports audits to verify that requirements of all baselines have been met. Supports the quality assurance process audits.

**Documentation Specialist**

**Required Education / Experience:** BA/BS Degree with 4 years relevant experience.

**Responsibilities:** Gathers, analyzes, and composes technical information. Conducts research and ensures the use of proper technical terminology. Translates technical information into clear, readable documents to be used by technical and non-technical personnel.

**Document Specialist**

**Required Education / Experience:** BA/BS Degree with 6 years relevant experience.

**Responsibilities:** Develops, writes, revises, and edits reports, articles, manuals, specifications, presentation materials, and other technical documents. Uses rough outlines and resource materials and interprets information obtained through research or provided by technical specialists. Applies knowledge of documentation content and format standards to prepare, edit and publish technical materials.

**Electrical Engineer**

**Required Education / Experience:** BS Degree with 6 years relevant experience.

**Responsibilities:** Performs Electrical engineering efforts and may supervise Electrical engineering staff participating in such efforts. Provides Electrical engineering, technical, and managerial direction for problem definition, analysis, requirement development, and implementation for complex systems in the engineering discipline required to meet technical requirements. Makes recommendations and advises on system development, improvements, optimization, or support efforts. Performs risk assessments and analyses employing modeling and simulation techniques.

**Engineer**

**Required Education / Experience:** BS Degree with 5 years relevant experience.

**Responsibilities:** Performs engineering efforts. Provides engineering, technical, and managerial direction for problem definition, analysis, requirement development, and implementation for complex systems in the engineering discipline required to meet technical requirements. Makes recommendations and advises on system development, improvements, optimization, or support efforts. Performs risk assessments and analyses employing modeling and simulation techniques.

**Senior Engineer**

**Required Education / Experience:** BS Degree with 6 years relevant experience.

**Responsibilities:** Performs engineering efforts and may supervise engineering staff participating in such efforts. Provides engineering, technical, and managerial direction for problem definition, analysis, requirement development, and implementation for complex systems in the engineering discipline required to meet technical requirements. Makes recommendations and advises on system development, improvements, optimization, or support efforts. Performs risk assessments and analyses employing modeling and simulation techniques.

**Environmental Engineer**

**Required Education / Experience:** BS Degree with 10 years relevant experience.

**Responsibilities:** Performs Environmental engineering efforts and may supervise engineering staff participating in such efforts. Provides Environmental engineering, technical, and managerial direction for problem definition, analysis, requirement development, and implementation for complex systems in the Environmental engineering discipline required to meet technical requirements. Makes recommendations and advises on system development, improvements, optimization, or support efforts. Performs risk assessments and analyses employing modeling and simulation techniques.

**Environmental Scientist**

**Required Education / Experience:** BS Degree with 8 years relevant experience.

**Responsibilities:** Performs the functions of a technical expert in Environmental Science in support of major programs or system development. Applies scientific expertise in defining and resolving environmental issues, performing analysis, and developing plans and requirements in the subject-matter area for complex systems. Coordinates and manages the preparation of analysis, evaluations, and recommendations for proper implementation of programs and systems.

**Field Service Engineer V**

**Required Education / Experience:** High School Diploma with 4 years relevant experience.

**Responsibilities:** Performs standardized or prescribed assignments involving a sequence of related operations, follows standard work methods on recurring assignments but receives explicit instructions

on unfamiliar assignments. Technical adequacy of routine work is reviewed on completion; non-routine work may be reviewed in progress. Follows specific instructions, assembles or constructs simple or standard equipment or parts, services or repairs simple instruments or equipment. Conducts a variety of tests using established methods, prepares test specimens, adjusting and operating equipment, records test data, and points out deviations resulting from equipment malfunction or observational errors.

#### **Journeyman Administrative Assistant**

**Required Education / Experience:** High School Diploma with 2 years relevant experience.

**Responsibilities:** Provides a full range of administrative and clerical support and may participate in special projects and non-routine tasks.

#### **Journeyman Business Operations Specialist**

**Required Education / Experience:** BA/BS Degree with 6 years relevant experience.

**Responsibilities:** Prepares and conducts business analyses and studies, needs assessments, requirements analysis/definition and cost/benefit analyses in an effort to align business systems, solutions and initiatives. Prepares forecasts and analyzes trends, reporting regulations and business conditions. Develops and analyzes metrics, performance measurements, requirements, reports and recommendations related to management, organizational structure, policy/procedures and business systems. Identifies potential business risks. Areas of focus include but are not limited to business performance, business and economic case analysis, internal control and enterprise risk assessment.

#### **Journeyman Engineer (Test & Evaluation)**

**Required Education / Experience:** BS Degree with 4 years relevant experience.

**Responsibilities:** Performs test and evaluation technical effort. Performs typical tasks that include, but are not limited to, prototype development and first article testing, environmental testing, independent verification and validation, demonstration and validation, simulation and modeling, system safety, quality assurance, education and training, and physical testing of the product or system.

#### **Journeyman Logistician**

**Required Education / Experience:** BA/BS Degree with 5 years relevant experience.

**Responsibilities:** Performs various tasks related to the development, operation, evaluation, and improvement of Automatic Identification System (AIS) supportability and/or maintainability programs. Works on logistics and maintainability programs and with logistics and maintenance control organizations on issues such as: technical evaluation and identification of weapon systems logistics requirements and resources; development of logistics support and maintainability programs or plans; systems acquisition requirements analysis; budgetary or financial analysis and control; life cycle cost analysis and control; AIS hardware and software standardization and compatibility; Integrated Logistics Support (ILS)/Reliability & Maintainability (R&M) program test and evaluation planning and execution; and, ILS/R&M program management analysis. Collects, compiles, analyzes, investigates, researches, or applies logistics, maintenance, acquisition, or financial data and information. Develops, modifies, prepares, or validates documentation in relation to automated logistics or maintenance data reporting systems, and management information systems

#### **Junior Logistician**

**Required Education / Experience:** BA/BS Degree with 4 years relevant experience.

**Responsibilities:** Performs various tasks related to the development, operation, evaluation, and improvement of Automatic Identification System (AIS) supportability and/or maintainability programs.

Works on logistics and maintainability programs and with logistics and maintenance control organizations on issues such as: technical evaluation and identification of weapon systems logistics requirements and resources; development of logistics support and maintainability programs or plans; systems acquisition requirements analysis; budgetary or financial analysis and control; life cycle cost analysis and control; AIS hardware and software standardization and compatibility; Integrated Logistics Support (ILS)/Reliability & Maintainability (R&M) program test and evaluation planning and execution; and, ILS/R&M program management analysis. Collects, compiles, analyzes, investigates, researches, or applies logistics, maintenance, acquisition, or financial data and information. Develops, modifies, prepares, or validates documentation in relation to automated logistics or maintenance data reporting systems, and management information systems

#### Logistician

**Required Education / Experience:** BA/BS Degree with 6 years relevant experience.

**Responsibilities:** Performs various tasks related to the development, operation, evaluation, and improvement of Automatic Identification System (AIS) supportability and/or maintainability programs. Works on logistics and maintainability programs and with logistics and maintenance control organizations on issues such as: technical evaluation and identification of weapon systems logistics requirements and resources; development of logistics support and maintainability programs or plans; systems acquisition requirements analysis; budgetary or financial analysis and control; life cycle cost analysis and control; AIS hardware and software standardization and compatibility; Integrated Logistics Support (ILS)/Reliability & Maintainability (R&M) program test and evaluation planning and execution; and, ILS/R&M program management analysis. Collects, compiles, analyzes, investigates, researches, or applies logistics, maintenance, acquisition, or financial data and information. Develops, modifies, prepares, or validates documentation in relation to automated logistics or maintenance data reporting systems, and management information systems

#### Senior Logistician

**Required Education / Experience:** BA/BS Degree with 7 years relevant experience.

**Responsibilities:** Performs various tasks related to the development, operation, evaluation, and improvement of Automatic Identification System (AIS) supportability and/or maintainability programs. Works on logistics and maintainability programs and with logistics and maintenance control organizations on issues such as: technical evaluation and identification of weapon systems logistics requirements and resources; development of logistics support and maintainability programs or plans; systems acquisition requirements analysis; budgetary or financial analysis and control; life cycle cost analysis and control; AIS hardware and software standardization and compatibility; Integrated Logistics Support (ILS)/Reliability & Maintainability (R&M) program test and evaluation planning and execution; and, ILS/R&M program management analysis. Collects, compiles, analyzes, investigates, researches, or applies logistics, maintenance, acquisition, or financial data and information. Develops, modifies, prepares, or validates documentation in relation to automated logistics or maintenance data reporting systems, and management information systems. May supervise other logistics staff.

#### Program Management (PM) Specialist

**Required Education / Experience:** BA/BS Degree with 2 years relevant experience.

**Responsibilities:** Tracks and validates all client financial information, establishes and maintains master contract files, prepares reports on and monitors status of all deliverables, ensures quality assurance in all products delivered. Tracks the financial status of contracts and reports payment of government fees. Prepares and updates task status reports and prepares revenue projections reports. Employs automated tools and systems to perform project control functions.

**Senior Program Management (PM) Specialist**

**Required Education / Experience:** BA/BS Degree with 8 years relevant experience.

**Responsibilities:** Assists the Program Manager by managing financial and/or administrative aspects of assigned contract tasking or deliverables. Reviews contracts and identifies project control requirements. Determines staff assignments, project control systems, and administrative and financial reporting requirements. Prepares project management plans independently or in conjunction with Program Managers. Serves as key coordinator for project control data and policy among contracts having multiple projects. Tracks and validates all client financial information, establishes and maintains master contract files, prepares reports on and monitors status of all deliverables, ensures quality assurance in all products delivered, tracks the financial status of contracts, and reports payment of government fees. Prepares and updates task status reports and prepares revenue projections reports. Employs automated tools and systems to perform project control functions.

**Program Manager**

**Required Education / Experience:** BA/BS Degree with 12 years relevant experience.

**Responsibilities:** Performs day-to-day management of overall contract support operations, possibly involving multiple projects and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning and production of all contract support activities. Demonstrates written and oral communication skills. Establishes and alters (as necessary) corporate management structure to direct effective contract support activities.

**Senior Program Manager**

**Required Education / Experience:** BA/BS Degree with 15 years relevant experience.

**Responsibilities:** Performs day-to-day management of overall contract support operations, possibly involving multiple projects and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning and production of all contract support activities. Demonstrates written and oral communication skills. Establishes and alters (as necessary) corporate management structure to direct effective contract support activities.

**Project Quality Control (QC) Manager**

**Required Education / Experience:** BA/BS Degree with 10 years relevant experience.

**Responsibilities:** Develops and implements quality control methodologies to ensure compliance with quality assurance standards, guidelines, and procedures in a large organization. Develops and defines major and minor characteristics of quality including quality metrics and scoring parameters and determines requisite quality control resources. Establishes and maintains a process for evaluating contract deliverables, product development, etc, and associated documentation and/or assists in the evaluation. Conducts and/or participates in formal and informal reviews at pre-determined points throughout the development life cycle.

**Senior Business Subject Matter Expert (SME)**

**Required Education / Experience:** BA/BS Degree with 10 years relevant experience.

**Responsibilities:** Prepares and conducts business analyses and studies, needs assessments, requirements analysis/definition and cost/benefit analyses in an effort to align business systems, solutions and initiatives. Prepares forecasts and analyzes trends, reporting regulations and business conditions. Develops and analyzes metrics, performance measurements, requirements, reports and recommendations related to management, organizational structure, policy/procedures and business systems. Identifies potential business risks. Areas of focus include but are not limited to business performance, business and economic case analysis, internal control and enterprise risk assessment.

**Senior Business & Financial Operations Specialist**

**Required Education / Experience:** BA/BS Degree with 12 years relevant experience.

**Responsibilities:** Oversees and manages the preparation of business analyses and studies, needs assessments, requirements analysis/definition and cost/benefit analyses in an effort to align business systems, solutions and initiatives. Prepares forecasts and analyzes trends, reporting regulations and business conditions. Develops and analyzes metrics, performance measurements, requirements, reports and recommendations related to management, organizational structure, policy/procedures and business systems. Identifies potential business risks. Areas of focus include but are not limited to business performance, business and economic case analysis, internal control and enterprise risk assessment.

**Senior Electronics/Software Engineer**

**Required Education / Experience:** BA/BS Degree with 10 years relevant experience.

**Responsibilities:** Leads electronics/software-related, engineering efforts and may supervise electronics/software engineering staff participating in such efforts. Provides electronics/software-related, engineering, technical, and managerial direction for problem definition, analysis, requirement development, and implementation for complex systems in the engineering discipline required to meet technical requirements. Makes recommendations and advises on electronics system, software development, improvements, optimization, or support efforts. Performs risk assessments and analyses employing modeling and simulation techniques.

**Senior Marine Engineer (Electrical)**

**Required Education / Experience:** BS Degree with 12 years relevant experience.

**Responsibilities:** Leads marine-related, electrical engineering efforts and may supervise electrical engineering staff participating in such efforts. Provides marine-related, electrical engineering, technical, and managerial direction for problem definition, analysis, requirement development, and implementation for complex systems in the engineering discipline required to meet technical requirements. Makes recommendations and advises on system development, improvements, optimization, or support efforts. Performs risk assessments and analyses employing modeling and simulation techniques.

**Senior Marine Engineer (Mechanical)**

**Required Education / Experience:** BS Degree with 12 years relevant experience.

**Responsibilities:** Leads marine-related, mechanical engineering efforts and may supervise marine engineering staff participating in such efforts. Provides marine-related, mechanical engineering, technical, and managerial direction for problem definition, analysis, requirement development, and implementation for complex systems in the engineering discipline required to meet technical requirements. Makes recommendations and advises on marine-related system development, improvements, optimization, or support efforts. Performs risk assessments and analyses employing modeling and simulation techniques.

**Senior Naval Architect**

**Required Education / Experience:** BS Degree with 8 years relevant experience.

**Responsibilities:** Performs Ship-building-related, engineering efforts. Provides ship-building-related, engineering, technical, and managerial direction for problem definition, analysis, requirement development, and implementation for complex systems in the engineering discipline required to meet technical requirements. Makes recommendations and advises on system development, improvements, optimization, or support efforts. Performs risk assessments and analyses employing modeling and simulation techniques.

simulation techniques.

**Senior Project Manager**

**Required Education / Experience:** BA/BS Degree with 10 years relevant experience.

**Responsibilities:** Performs day-to-day management of assigned task order projects that involve teams of professionals involved in analyzing, designing, integrating, training, testing, documenting, implementing, and maintaining large complex systems. Demonstrates proven skills in those technical areas addressed by the task order to be managed. Organizes, directs, and coordinates planning and production of all activities associated with assigned task order projects. Demonstrates written and oral communication skills.

**Subject Matter Expert (SME) (Junior)**

**Required Education / Experience:** BA/BS Degree with 6 years relevant experience.

**Responsibilities:** Possesses knowledge, some experience, and capabilities in the development of solutions, recommendations, or outcomes across multiple tasks and/or organizations. Supports the development of solutions to address organization’s challenges. Supports project objectives and helps assess the impact of industry trends, policy, or standard methodologies. Conducts activities in support of project team’s objectives.

**Subject Matter Expert (SME) (Intermediate)**

**Required Education / Experience:** BA/BS Degree with 8 years relevant experience.

**Responsibilities:** Possess demonstrated knowledge, experience, and ability in the development of solutions, recommendations, or outcomes across multiple complex tasks and/or organizations. Evaluates option in the context of project objectives and contributes to the implementation of strategic direction. Supports project objectives through activities such as conducting interviews, gathering data, and developing recommendations in support of project objectives. Directs the activities of Management Consultants or other staff as necessary.

**Subject Matter Expert (SME) (Senior)**

**Required Education / Experience:** BA/BS Degree with 10 years relevant experience.

**Responsibilities:** Senior expert that possesses demonstrated knowledge, extensive experience in the development of solutions, recommendations, or outcomes across multiple complex tasks in multiple organizations. Defines project objectives and strategic direction. Is responsible for providing leadership and vision to client and project teams and serves as a key facilitator between multiple teams to achieve objectives of complex efforts. Directs the activities of more junior Management Consultants or other staff as necessary.

**Subject Matter Expert (SME) Engineer Manager**

**Required Education / Experience:** BS Degree with 12 years relevant experience.

**Responsibilities:** Expert who leads engineering efforts and supervises engineering staff participating in such efforts. Provides engineering, technical, and managerial direction for problem definition, analysis, requirement development, and implementation for complex systems in the engineering discipline required to meet technical requirements. Makes recommendations and advises on system development, improvements, optimization, or support efforts. Performs risk assessments and analyses employing modeling and simulation techniques.

**Technical Specialist**

**Required Education / Experience:** Associate of Arts (AA)/Associate of Science (AS) Degree with 3

years relevant experience.

**Responsibilities:** Assist in the planning, support, and providing assistance on specific business, management, operational, technical, policy, and professional issues.

**Unique Labor Category (ULC) Acquisition Engineer (Intermediate)**

**Required Education / Experience:** BS Degree with 6 years relevant experience.

**Responsibilities:** Performs requirements analysis, cost analysis, cost performance trade-off analysis, feasibility analysis, regulatory compliance support, technology conceptual designs, and special studies and analyses.

**Unique Labor Category (ULC) Acquisition Management (Senior)**

**Required Education / Experience:** BA/BS Degree with 10 years relevant experience.

**Responsibilities:** Provides acquisition expertise in support of planning and analytical activities. Is familiar with the Federal Acquisition Regulations (FAR) and can apply the concepts in the context of task efforts. Is familiar with the Government's process for acquisition programs and the various program reviews required for acquisition approval. Provides guidance on the government contracting process to include: development of the solicitation material, the solicitation review process, and the contract award process. Can assist the development of milestone documentation to support a major systems acquisition. May supervise acquisition analysts.

**Unique Labor Category (ULC) Configuration Manager (Intermediate)**

**Required Education / Experience:** BA/BS Degree with 8 years relevant experience.

**Responsibilities:** Provides configuration management planning. Describes provisions for configuration identification, change control, configuration status accounting and configuration audits. Identifies and maintains the original configuration of requirements documentation, design documentation, and related documentation. Responsible for configuration change control. Regulates the change process so that only approved and validated changes are incorporated into product documents and related software. Responsible for configuration status accounting. Tracks all problems and changes in product documents and reports changes and current configuration. Responsible for configuration audits. Supports audits to verify that requirements of all baselines have been met. Supports the quality assurance process audits.

**Unique Labor Category (ULC) Engineering Management (Intermediate)**

**Required Education / Experience:** BS Degree with 10 years relevant experience.

**Responsibilities:** Leads engineering efforts and supervises engineering staff participating in such efforts. Provides engineering, technical, and managerial direction for problem definition, analysis, requirement development, and implementation for complex systems in the engineering discipline required to meet technical requirements. Makes recommendations and advises on system development, improvements, optimization, or support efforts. Performs risk assessments and analyses employing modeling and simulation techniques.

**Unique Labor Category (ULC) Logistics Manager**

**Required Education / Experience:** BA/BS Degree with 8 years relevant experience.

**Responsibilities:** Manages various tasks related to the development, operation, evaluation, and improvement of Automatic Identification System (AIS) supportability and/or maintainability programs. Manages logistics and maintainability programs and with logistics and maintenance control organizations on issues such as: technical evaluation and identification of weapon systems logistics

requirements and resources; development of logistics support and maintainability programs or plans; systems acquisition requirements analysis; budgetary or financial analysis and control; life cycle cost analysis and control; AIS hardware and software standardization and compatibility; Integrated Logistics Support (ILS)/Reliability & Maintainability (R&M) program test and evaluation planning and execution; and, ILS/R&M program management analysis. Collects, compiles, analyzes, investigates, researches, or applies logistics, maintenance, acquisition, or financial data and information. Develops, modifies, prepares, or validates documentation in relation to automated logistics or maintenance data reporting systems, and management information systems

**Unique Labor Category (ULC) Logistician (Senior)**

**Required Education / Experience:** BA/BS Degree with 8 years relevant experience.

**Responsibilities:** Performs various tasks related to the development, operation, evaluation, and improvement of Automatic Identification System (AIS) supportability and/or maintainability programs. Works on logistics and maintainability programs and with logistics and maintenance control organizations on issues such as: technical evaluation and identification of weapon systems logistics requirements and resources; development of logistics support and maintainability programs or plans; systems acquisition requirements analysis; budgetary or financial analysis and control; life cycle cost analysis and control; AIS hardware and software standardization and compatibility; Integrated Logistics Support (ILS)/Reliability & Maintainability (R&M) program test and evaluation planning and execution; and, ILS/R&M program management analysis. Collects, compiles, analyzes, investigates, researches, or applies logistics, maintenance, acquisition, or financial data and information. Develops, modifies, prepares, or validates documentation in relation to automated logistics or maintenance data reporting systems, and management information systems.

**Unique Labor Category (ULC) Marine Engineer (Intermediate)**

**Required Education / Experience:** BS Degree with 10 years relevant experience.

**Responsibilities:** Performs marine engineering efforts and may supervise marine engineering staff participating in such efforts. Provides marine engineering, technical, and managerial direction for problem definition, analysis, requirement development, and implementation for complex systems in the engineering discipline required to meet technical requirements. Makes recommendations and advises on system development, improvements, optimization, or support efforts. Performs risk assessments and analyses employing modeling and simulation techniques.

**Unique Labor Category (ULC) Marine Engineer (Senior)**

**Required Education / Experience:** BS Degree with 12 years relevant experience.

**Responsibilities:** Leads marine engineering efforts and supervises marine engineering staff participating in such efforts. Provides marine engineering, technical, and managerial direction for problem definition, analysis, requirement development, and implementation for complex systems in the engineering discipline required to meet technical requirements. Makes recommendations and advises on system development, improvements, optimization, or support efforts. Performs risk assessments and analyses employing modeling and simulation techniques.

**Unique Labor Category (ULC) Naval Architect (Senior)**

**Required Education / Experience:** BA/BS Degree with 12 years relevant experience.

**Responsibilities:** Performs shipbuilding-related, engineering efforts and may supervise engineering staff participating in such efforts. Provides shipbuilding-related, engineering, technical, and managerial direction for problem definition, analysis, requirement development, and implementation for complex systems in the engineering discipline required to meet technical requirements. Makes recommendations and advises on system development, improvements, optimization, or support efforts.

Performs risk assessments and analyses employing modeling and simulation techniques.

**Unique Labor Category (ULC) Program Manager (Intermediate)**

**Required Education / Experience:** BA/BS Degree with 11 years relevant experience.

**Responsibilities:** Performs day-to-day management of overall contract support operations, possibly involving multiple projects and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning and production of all contract support activities. Demonstrates written and oral communication skills. Establishes and alters (as necessary) corporate management structure to direct effective contract support activities.

**Unique Labor Category (ULC) Program Manager (Senior)**

**Required Education / Experience:** BA/BS Degree with 12 years relevant experience.

**Responsibilities:** Performs day-to-day management of overall contract support operations, possibly involving multiple projects and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning and production of all contract support activities. Demonstrates written and oral communication skills. Establishes and alters (as necessary) corporate management structure to direct effective contract support activities.

**Warranty Administrator**

**Required Education / Experience:** BA/BS Degree with 6 years relevant experience.

**Responsibilities:** Reviews claims for parts and equipment and determines which ones are covered by warranties. They then enter the items into computers, submit the requests for fulfillment and maintain databases of all customers and the warranty parts needed. Contacts customers to obtain additional information on warranty requests. Other key responsibilities include coordinating the ordering and shipping of all parts, collecting payments for partial warranties and training employees.