

GENERAL SERVICES ADMINISTRATION

Schedule for – Multiple Award Schedule (MAS)

Online access to contract ordering information, terms and conditions, up to date pricing, and the option to create an electronic delivery order are available through GSA Advantage!®, a menu driven database system. The internet address for GSA Advantage!® is: GSAAAdvantage.gov.

Federal Supply Group: Professional Services

Contract Number: 47QRAA21D006C

Contract Period: 06/04/2021 and ends 06/03/2026.

Contractor: Acquisition Logistics LLC
502 Branway Dr
Richmond, VA 23229

Business Size: Small Disadvantaged Minority Veteran Owned Business

Telephone: 804-339-7551

FAX Number: 804-294-4307

Web Site: www.acq-log.com

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Contract Administration: Mr. Darrin Armentrout

CUSTOMER INFORMATION

1a. Table of Awarded Special Item Numbers:

SIN	SIN Description	Page Number
541330EMI	Engineering Services Related to Military, Aerospace Equipment, Military Weapons, National Energy Policy Act of 1992, Marine Engineering or Naval Architecture	Pricing: Page 4 Labor Categories: Page 13
541611	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services	Pricing: Page 4 Labor Categories: Page 16
541614	Deployment, Distribution and Transportation Logistics Services	Pricing: Page 4 Labor Categories: Page 21
54151S	Information Technology Professional Services	Pricing: Page 4 Labor Categories: Page 22
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.**

Included in Appendix A Labor Category Pricing.

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

Included in Appendix B Labor Category Descriptions.

- 2. Maximum Order:** \$1,000,000.00
- 3. Minimum Order:** \$100.00
- 4. Geographic Coverage (delivery Area):** Domestic and Overseas-Worldwide.
- 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:** N/A
- 8. Prompt payment terms:** None.
- 9. Foreign items (list items by country of origin):** None.
- 10a. Time of Delivery:** Specified on the Task Order.
- 10b. Expedited Delivery.** Contact Contractor.
- 10c. Overnight and 2-day delivery.** Contact Contractor.
- 10d. Urgent Requirements.** Contact Contractor.
- 11. F.O. B Points:** Destination.

- 12a. Ordering Address:** Same as Contractor.
- 12b. Ordering procedures:** For supplies and 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).
- 13. Payment address:** Same as company address.
- 14. Warranty provision:** Contractor's standard commercial warranty.
- 15. Export Packing Charges:** N/A
- 16. Terms and conditions of rental, maintenance, and repair:** N/A
- 17. Terms and conditions of installation:** N/A
- 18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices:** N/A
- 18b. Terms and conditions for any other services:** N/A
- 19. List of service and distribution points:** N/A
- 20. List of participating dealers:** N/A
- 21. Preventive maintenance:** N/A
- 22a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** N/A
- 22b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contactor's website or other location.) The EIT standards can be found at:** Contact Contractor.
- 23. Unique Entity Identifier (UEI) Number:** 809210516
- 24. Notification regarding registration in the System for Award Management (SAM) database:** SAM expiration date: 03/03/2022.

Appendix A Labor Category Prices

Base Period 1 Prices, Including 0.75% IFF

SINs	Labor Categories	Location	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5
541330EMI	Electrician	Both	\$59.34	\$60.82	\$62.34	\$63.90	\$65.49
541330EMI	Communications Engineer I	Both	\$68.51	\$70.23	\$71.98	\$73.78	\$75.63
541330EMI	Electronics Technician I	Both	\$57.60	\$59.04	\$60.52	\$62.03	\$63.58
541330EMI	Communications Engineer III	Both	\$71.32	\$73.11	\$74.94	\$76.81	\$78.73
541330EMI	Electronics Technician III	Both	\$62.76	\$64.33	\$65.94	\$67.59	\$69.28
541330EMI	Instrument Mechanic	Both	\$62.02	\$63.57	\$65.15	\$66.78	\$68.45
541330EMI	Machinery Maintenance Mechanic	Both	\$59.07	\$60.55	\$62.06	\$63.62	\$65.21
541330EMI	Engineer I	Both	\$48.54	\$49.76	\$51.00	\$52.28	\$53.58
541330EMI	Engineering Technician	Both	\$56.78	\$58.20	\$59.65	\$61.14	\$62.67
541611	Communications Specialist	Both	\$44.46	\$45.57	\$46.71	\$47.88	\$49.07
541611	Acquisition Analyst III	Both	\$87.27	\$89.46	\$91.69	\$93.99	\$96.33
541611	Acquisition Analyst IV	Both	\$118.90	\$121.87	\$124.92	\$128.04	\$131.25
541611	Administrative Specialist	Both	\$57.50	\$58.94	\$60.41	\$61.92	\$63.47
541611	Business Analyst III	Both	\$66.63	\$68.30	\$70.00	\$71.75	\$73.55
541611	Business Analyst IV	Both	\$85.76	\$87.91	\$90.11	\$92.36	\$94.67
541611	Contract Specialist I	Both	\$58.44	\$59.90	\$61.40	\$62.93	\$64.50
541611	Contract Specialist II	Both	\$74.41	\$76.27	\$78.18	\$80.13	\$82.13
541611	Financial Analyst I	Both	\$53.55	\$54.89	\$56.26	\$57.67	\$59.11
541611	Financial Analyst II	Both	\$62.01	\$63.56	\$65.14	\$66.77	\$68.44
541611	Procurement Analyst	Both	\$53.55	\$54.89	\$56.26	\$57.67	\$59.11
541611	Procurement Technician	Both	\$41.61	\$42.65	\$43.72	\$44.81	\$45.93
541611	Program Manager	Both	\$121.50	\$124.54	\$127.65	\$130.84	\$134.11
541611	Systems Specialist	Both	\$50.16	\$51.41	\$52.70	\$54.01	\$55.36
541611	Training Specialist	Both	\$62.69	\$64.26	\$65.86	\$67.51	\$69.20
541614	Logistics Analyst II	Both	\$49.19	\$50.42	\$51.68	\$52.97	\$54.30
541614	Logistics Engineer III	Both	\$61.42	\$62.96	\$64.53	\$66.14	\$67.80
541614	Management Analyst	Both	\$49.19	\$50.42	\$51.68	\$52.97	\$54.30
541614	Operations Research Analyst	Both	\$50.44	\$51.70	\$52.99	\$54.32	\$55.67
54151S	Cloud Computing Administrator	Both	\$75.79	\$77.69	\$79.63	\$81.62	\$83.66
54151S	Configuration Manager	Both	\$89.58	\$91.82	\$94.12	\$96.47	\$98.88
54151S	Database Administrator II	Both	\$67.88	\$69.57	\$71.31	\$73.10	\$74.92
54151S	Database Administrator III	Both	\$83.61	\$85.70	\$87.84	\$90.04	\$92.29
54151S	Database Administrator IV	Both	\$86.73	\$88.90	\$91.12	\$93.40	\$95.74
54151S	Database Engineer IV	Both	\$90.50	\$92.77	\$95.09	\$97.46	\$99.90

54151S	Design Engineer I	Both	\$47.51	\$48.70	\$49.92	\$51.17	\$52.45
54151S	Design Engineer II	Both	\$60.34	\$61.84	\$63.39	\$64.97	\$66.60
54151S	Design Engineer III	Both	\$72.06	\$73.86	\$75.71	\$77.60	\$79.54
54151S	Design Engineer IV	Both	\$89.00	\$91.22	\$93.50	\$95.84	\$98.23
54151S	Information Assurance Specialist	Both	\$72.06	\$73.86	\$75.71	\$77.60	\$79.54
54151S	Principal Engineer I	Both	\$64.35	\$65.96	\$67.61	\$69.30	\$71.03
54151S	Principal Engineer II	Both	\$70.14	\$71.89	\$73.69	\$75.53	\$77.42
54151S	Principal Engineer III	Both	\$74.44	\$76.30	\$78.21	\$80.16	\$82.17
54151S	Program Analyst	Both	\$75.42	\$77.31	\$79.24	\$81.22	\$83.25
54151S	Project Manager	Both	\$109.36	\$112.09	\$114.89	\$117.77	\$120.71
54151S	Quality Assurance Analyst I	Both	\$44.53	\$45.64	\$46.78	\$47.95	\$49.15
54151S	Quality Assurance Analyst III	Both	\$64.30	\$65.91	\$67.56	\$69.25	\$70.98
54151S	Quality Assurance Analyst IV	Both	\$82.96	\$85.04	\$87.16	\$89.34	\$91.57
54151S	Software Engineer - Entry	Both	\$42.61	\$43.67	\$44.76	\$45.88	\$47.03
54151S	Software Engineer I	Both	\$44.50	\$45.61	\$46.75	\$47.92	\$49.12
54151S	Software Engineer II	Both	\$63.35	\$64.94	\$66.56	\$68.22	\$69.93
54151S	Software Engineer III	Both	\$75.80	\$77.70	\$79.64	\$81.63	\$83.67
54151S	Software Engineer IV	Both	\$89.26	\$91.49	\$93.78	\$96.12	\$98.53
54151S	Software Systems Engineer I	Both	\$54.30	\$55.66	\$57.05	\$58.48	\$59.94
54151S	Software Systems Engineer II	Both	\$67.88	\$69.57	\$71.31	\$73.10	\$74.92
54151S	System Analyst II	Both	\$70.02	\$71.77	\$73.56	\$75.40	\$77.28
54151S	System Analyst III	Both	\$73.36	\$75.19	\$77.07	\$79.00	\$80.98
54151S	Systems Engineer V	Both	\$116.71	\$119.62	\$122.61	\$125.68	\$128.82
54151S	Technical Writer	Both	\$48.02	\$49.22	\$50.45	\$51.71	\$53.01
54151S	Web Designer I	Both	\$48.76	\$49.97	\$51.22	\$52.50	\$53.82
54151S	Web Designer II	Both	\$61.71	\$63.25	\$64.83	\$66.46	\$68.12
54151S	Web Designer III	Both	\$73.16	\$74.99	\$76.86	\$78.78	\$80.75
54151S	Management Analyst	Both	\$49.19	\$50.42	\$51.68	\$52.97	\$54.30

The Service Contract Labor Standards (SCLS), also referred to as the Service Contract Act (SCA) is applicable to this contract and it includes SCLS/SCA applicable labor categories. The prices for the cited SCLS/SCA labor categories 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).

SCA Eligible Labor Categories	SCA Equivalent Code Titles	Wage Determination No's
Administrative Assistant	01020	2015-4281
Communications Engineer I	23931	2015-4281
Communications Engineer III	23932	2015-4281
Electrician	23160	2015-4281
Electronics Technician I	23181	2015-4281
Electronics Technician III	23183	2015-4281
Engineering Technician	30083	2015-4281
Instrument Mechanic	23460	2015-4281
Machinery Maintenance Mechanic	23530	2015-4281
Technical Writer	30461	2015-4281

Appendix B

Labor Category Descriptions

The Labor Categories presented below represent the positions and services sold to support US Federal Government customers as both a prime and subcontractor by the Acquisition Logistics Company (ALC). These are sorted by SIN and include the description, functional requirements, educational, experience, and certification requirements.

SIN 541330EMI Engineering Services Related to Military, Aerospace Equipment, Military Weapons, National Energy Policy Act of 1992, Marine Engineering or Naval Architecture

- Electrician
- Communications Engineer I
- Electronics Technician I
- Communications Engineer III
- Electronics Technician III
- Instrument Mechanic
- Machinery Maintenance Mechanic
- Engineer I
- Engineering Technician

SIN 541611 - Administrative Management and General Management Consulting Services

- Communications Specialist
- Acquisition Analyst III
- Acquisition Analyst IV
- Administrative Specialist
- Business Analyst III
- Business Analyst IV
- Contract Specialist I
- Contract Specialist II
- Financial Analyst I
- Financial Analyst II
- Procurement Analyst
- Procurement Technician
- Program Manager
- Systems Specialist
- Training Specialist

SIN 541614 - Process, Physical Distribution, and Logistics Consulting Services

- Logistics Analyst II
- Logistics Engineer III
- Management Analyst
- Operations Research Analyst III

SIN 54151S - IT Professional Services

- Cloud Computing Administrator
- Configuration Manager
- Database Administrator II
- Database Administrator III
- Database Administrator IV
- Database Engineer IV
- Design Engineer I
- Design Engineer II
- Design Engineer III
- Design Engineer IV
- Information Assurance Specialist
- Principal Engineer I
- Principal Engineer II
- Principal Engineer III
- Program Analyst
- Project Manager
- Quality Assurance Analyst I
- Quality Assurance Analyst III
- Quality Assurance Analyst IV
- Software Engineer - Entry
- Software Engineer I
- Software Engineer II
- Software Engineer III
- Software Engineer IV
- Software Systems Engineer I
- Software Systems Engineer II
- System Analyst II
- System Analyst III
- Systems Engineer V
- Technical Writer
- Web Designer I
- Web Designer II
- Web Designer III
- Management Analyst

SIN 541330EMI Engineering Services Related to Military, Aerospace Equipment, Military Weapons, National Energy Policy Act of 1992, Marine Engineering or Naval Architecture

ALC Labor Category: Electrician
Description/Functional Responsibility: Performs a variety of electrical trade functions such as the installation, maintenance, or repair of equipment. Work involves most of the following: installing or repairing any of a variety of electrical equipment such as generators, transformers, switchboards, controllers, circuit breakers, motors, heating units, conduit systems, or other transmission equipment; working from blueprints, drawings, layouts, or other specifications, locating and diagnosing trouble in the electrical system or equipment, working standard computations relating to load requirements of wiring or electrical equipment, and using a variety of electrician's hand tools and measuring and testing instruments.
Experience Requirements: Two years (2) experience that provided knowledge of the characteristics, uses, and properties of equipment. Completion of a resident trade school course of at least 1 year in the manufacture, repair, or maintenance of equipment for up to 1 year of general experience.
Education Requirements: High school.
Certification: None

ALC Labor Category: Communications Engineer I
Description/Functional Responsibility: Constructs, maintains, and tests electrical systems and components. Uses measuring and diagnostic tools to test and modify electronic parts. Ensures systems and components meet established specifications. May work in a technical group dealing with manufacture, utilization, repair, or operation of military communications and electronics equipment.
Experience Requirements: Two years (2) experience that provided knowledge of the characteristics, uses, and properties of equipment. Completion of a resident trade school course of at least 1 year in the manufacture, repair, or maintenance of equipment for up to 1 year of general experience.
Education Requirements: High school.
Certification: None

ALC Labor Category: Electronics Technician I
Description/Functional Responsibility: Applies basic technical knowledge to perform simple or routine tasks following detailed instructions, performs such tasks as replacing components, wiring circuits, repairing simple electronic equipment; and taking test readings using common instruments such as digital multi-meters, signal generators, semiconductor testers, curve tracers, and oscilloscopes.
Experience Requirements: Two (2) years of relevant experience. Completion of a resident trade school course of at least 1 year in the manufacture, repair, or maintenance of equipment for up to 1 year of general experience.

Education Requirements: High school.
Certification: None

ALC Labor Category: Communications Engineer III
Description/Functional Responsibility: Constructs, maintains, and tests electrical systems and components. Uses measuring and diagnostic tools to test and modify electronic parts. Ensures systems and components meet established specifications. Reviews and applies technical specifications and requirements. Analyzes equipment and forecasts spare parts requirements. Reads and interprets engineering change orders, equipment requisitions, shop orders, and work orders. May work in a technical group dealing with manufacture, utilization, repair, or operation of military communications and electronics equipment.
Experience Requirements: Five (5) years of relevant experience. Completion of a resident trade school course of at least 1 year in the manufacture, repair, or maintenance of equipment for up to 1 year of general experience.
Education Requirements: High school.
Certification: None

ALC Labor Category: Electronics Technician III
Description/Functional Responsibility: Applies advanced technical knowledge to solve complex problems that typically cannot be solved solely by referencing manufacturers' manuals or similar documents. Examples of such problems include determining the location and density of circuitry, evaluating electromagnetic radiation, isolating malfunctions, and incorporating engineering changes. Work typically requires an understanding of the interrelationships of circuits, exercising independent judgment in performing such tasks as making circuit analyses and tracing relationships in signal flow, using complex test instruments.
Experience Requirements: Five (5) years of relevant experience. Completion of a resident trade school course of at least 1 year in the manufacture, repair, or maintenance of equipment for up to 1 year of general experience.
Education Requirements: High school.
Certification: None

ALC Labor Category: Instrument Mechanic
Description/Functional Responsibility: Installs, repairs, maintains, and adjusts indicating, recording, telemetering, and controlling instruments used to measure and control variables, such as pressure, flow, temperature, motion, force, and chemical composition, using hand tools and precision instruments. Disassembles malfunctioning instruments, examines, and tests mechanism and circuitry for defects. Troubleshoots equipment and replaces or repairs defective parts. Reassembles instrument and tests assembly for conformance with specifications, using instruments, such as potentiometer, resistance bridge, manometer, and pressure gauge. Inspects instruments periodically and makes minor calibration adjustments to insure functioning within specified standards.

Experience Requirements: Two years (2) experience that provided knowledge of the characteristics, uses, and properties of equipment. Completion of a resident trade school course of at least 1 year in the manufacture, repair, or maintenance of equipment for up to 1 year of general experience.

Education Requirements: High school.

Certification: None

ALC Labor Category: Machinery Maintenance Mechanic

Description/Functional Responsibility: Constructs, maintains, and tests mechanical equipment, machinery, and components. Responsible for removing, installing, diagnosing, repairing, disassembling, and assembling parts, components, and engines. Duties also include preparing written specifications for major repairs or for the production of parts ordered from machine shops, reassembling machines and making all necessary adjustments for operation. Identifies parts for replacement and machines that need new parts and places orders as necessary.

Experience Requirements: Two (2) years of relevant experience. Completion of a resident trade school course of at least 1 year in the manufacture, repair, or maintenance of equipment for up to 1 year of general experience.

Education Requirements: High school.

Certification: None

ALC Labor Category: Engineer I

Description/Functional Responsibility: Provide detailed design and engineering support and field engineering/troubleshooting support. Understand engineering/design specifications and engineering principles and methods, to perform engineering analysis and resolve engineering problems of moderate complexity. Provide engineering calculation, technical solutions, and professional guidance for mechanical systems. Responsible for research, development, regulation adherence, material conditions surveying, and industrial oversight.

Experience Requirements: Two (2) years of relevant experience.

Education Requirements: A 4-year course of study leading to a bachelor's degree in Engineering or similar.

Certification: Professional Engineers License if required for specific contract tasks.

ALC Labor Category: Engineering Technician

Description/Functional Responsibility: Assists in design modification by compiling data related to design, specifications, and materials that are pertinent to specific items of equipment or component parts. Develops information concerning previous operational failures and modifications and uses judgment and initiative to recognize inconsistencies or gaps in data. Conducts various tests or experiments which may require minor modifications in test setups or procedures as well as subjective judgments in measurement, selecting, preparing, and operating standard test equipment and records test data. Performs assignments that are not completely standardized or prescribed.

Experience Requirements: Two (2) years of relevant experience.

Education Requirements: High school.
Certification: May require apprenticeship and/or formal training in area of specialty.

SIN 541611 – Administrative Management and General Management Consulting Services

ALC Labor Category: Communications Specialist
Description/Functional Responsibility: Assists in designing and coordinating company internal and external communications. Enhances the relations between company and clients within the government community. Maintains communications policies and procedures, monitors company media, and utilizes electronic publishing technology.
Experience Requirements: Two (2) years relevant experience.
Education Requirements: Associate degree or equivalent.
Certification: None

ALC Labor Category: Acquisition Analyst III
Description/Functional Responsibility: Provides subject matter expertise in acquisition and procurement fields and Government business operations. Develops recommendations and solutions to complex acquisition, procurement, and business operation problem sets. Provides counsel on pre-award activities such as acquisition planning and source selection team consultation. Tracks the production of data and information to ensure acquisition milestones are met. Provides leadership to client's in other actions in the acquisition lifecycle to include award, post-award, and contract closeout activities.
Experience Requirements: Five (5) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree with a major in any field that included or was supplemented by; at least 24 semester hours in any combination of the following fields: accounting, business, finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management is required.
Certification: DAWIA or FAC level I or equivalent.

ALC Labor Category: Acquisition Analyst IV
Description/Functional Responsibility: Provides subject matter expertise in acquisition and procurement fields and Government business operations. Develops recommendations and solutions to complex acquisition, procurement, and business operation problem sets. Provides counsel on pre-award activities such as acquisition planning and source selection team consultation. Tracks the production of data and information to ensure acquisition milestones are met. Provides leadership to clients in other actions in the acquisition lifecycle to include award, post-award, and contract closeout activities.
Experience Requirements: Seven (7) years of relevant experience
Education Requirements: A 4-year course of study leading to a bachelor's degree with a major in any field that included or was supplemented by; at least 24 semester hours in any combination of the following fields: accounting, business, finance, law, contracts, purchasing,

economics, industrial management, marketing, quantitative methods, or organization and management is required.

Certification: DAWIA or FAC level II or equivalent.

ALC Labor Category: Administrative Specialist

Description/Functional Responsibility: Prepares correspondence and technical documents in final form and reviews correspondence, staff actions, and reports prepared for management's signature for clarity, completeness, grammatical, and procedural correctness. Develops and maintains both centralized and decentralized office files, management records, and record keeping systems.

Experience Requirements: Two (2) years of years of relevant experience.

Education Requirements: High school.

Certification: None

ALC Labor Category: Business Analyst III

Description/Functional Responsibility: Reviews, analyzes, and evaluates operations to create solutions that support overall business strategies. Monitors the effectiveness of business operations and suggests improvements. Conducts organizational studies and evaluations, designs systems and procedures, conducts work simplification and measurement studies, and prepares operations and procedures manuals to assist management in operating more efficiently and effectively. Plans study of work problems and procedures, such as organizational change, communications, information flow, integrated production methods, inventory control, or cost analysis. Documents findings and prepares recommendations for implementation of new systems, procedures, or organizational changes.

Experience Requirements: Five (5) years of relevant experience.

Education Requirements: A 4-year course of study leading to a bachelor's degree with a major in any field.

Certification: None

ALC Labor Category: Business Analyst IV

Description/Functional Responsibility: Reviews, analyzes, and evaluates operations to create solutions that support overall business strategies. Monitors the effectiveness of business operations and suggests improvements. Conducts organizational studies and evaluations, designs systems and procedures, conducts work simplification and measurement studies, and prepares operations and procedures manuals to assist management in operating more efficiently and effectively. Plans study of work problems and procedures, such as organizational change, communications, information flow, integrated production methods, inventory control, or cost analysis. Documents findings and prepares recommendations for implementation of new systems, procedures, or organizational changes.

Experience Requirements: Seven (7) years of relevant experience.

Education Requirements: A 4-year course of study leading to a bachelor's degree with a major in any field.

Certification: None

ALC Labor Category: Contract Specialist I
Description/Functional Responsibility: Performs pre-and post-award functions throughout the acquisition lifecycle. Develops and issues solicitations for purchases and both formal and simplified acquisitions, including urgent and compelling requirements. Receives and evaluates offers. Assists with the required administrative functions needed to draft, review, coordinate, and process various contracting requirements. Analyzes cost and pricing factors of offers submitted. Prepares proposed awards. Perform contract administration.
Experience Requirements: Two (2) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree with a major in any field that included or was supplemented by; at least 24 semester hours in any combination of the following fields: accounting, business, finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management is required.
Certification: None

ALC Labor Category: Contract Specialist II
Description/Functional Responsibility: Performs pre-and post-award functions throughout the acquisition lifecycle. Develops and issues solicitations for purchases and both formal and simplified acquisitions, including urgent and compelling requirements. Receives and evaluates offers. Assists with the required administrative functions needed to draft, review, coordinate, and process various contracting requirements. Analyzes cost and pricing factors of offers submitted. Prepares proposed awards. Perform contract administration.
Experience Requirements: Three (3) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree with a major in any field that included or was supplemented by; at least 24 semester hours in any combination of the following fields: accounting, business, finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management is required.
Certification: Specific courses relevant to tasks through National Contract Management Association, Defense Acquisition University, Federal Acquisition Institute or similar.

ALC Labor Category: Financial Analyst I
Description/Functional Responsibility: Provides business management functions such as budgeting, financial analysis and planning and control of funding. Provides analytical support for forward-looking financial and business-related projects. Inform investment decisions by analyzing financial information to forecast business, industry, or economic conditions. Prepares cost estimates. Draws charts and graphs, using computer spreadsheets, to illustrate technical reports.
Experience Requirements: One (1) year of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree with a major in any field that included or was supplemented by; at least 24 semester hours in any combination of the following fields: accounting, business, finance, law, contracts, purchasing,

economics, industrial management, marketing, quantitative methods, or organization and management is required.

Certification: None

ALC Labor Category: Financial Analyst II

Description/Functional Responsibility: Provides business management functions such as budgeting, financial analysis and planning and control of funding. Provides analytical support for forward-looking financial and business-related projects. Inform investment decisions by analyzing financial information to forecast business, industry, or economic conditions. Prepares cost estimates. Draws charts and graphs, using computer spreadsheets, to illustrate technical reports.

Experience Requirements: Three (3) years of relevant experience.

Education Requirements: A 4-year course of study leading to a bachelor's degree with a major in any field that included or was supplemented by; at least 24 semester hours in any combination of the following fields: accounting, business, finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management is required.

Certification: None

ALC Labor Category: Procurement Analyst

Description/Functional Responsibility: Provides services and analysis to efficiently provide for procurement, contracting, or supply management operations. Formulates policies and procedures for bid proposals and procurement of goods and services. Analyzes policies, procedures, prepare reports; conduct studies; perform oversight functions/reviews such as Procurement Management Reviews or in-process Quality Assurance Reviews. Researches and evaluates suppliers, based on price, quality, selection, service, support, availability, reliability, production and distribution capabilities, and the supplier's reputation and history. Analyzes price proposals, financial reports, and other data and information to determine reasonable prices. Evaluates and monitors contract performance to ensure compliance with contractual obligations. Monitors and follows applicable laws and regulations.

Experience Requirements: Three (3) years of relevant experience.

Education Requirements: A 4-year course of study leading to a bachelor's degree with a major in any field that included or was supplemented by; at least 24 semester hours in any combination of the following fields: accounting, business, finance, law, contracts, purchasing, economics, Industrial management, marketing, quantitative methods, or organization and management is required.

Certification: Specific courses relevant to tasks through National Contract Management Association, Defense Acquisition University, Federal Acquisition Institute or similar.

ALC Labor Category: Procurement Technician

Description/Functional Responsibility: Collects and organizes data to assist contracting team members move actions through the acquisition lifecycle. Actions include supporting market research production, organizing solicitations, aiding in collaboration, and assisting in contract

closeout actions. Updates contract records and contract writing systems. Maintains and updates contact files in accordance with Federal Acquisition Regulation and local policies. Provides routine administrative support.
Experience Requirements: This is an entry level position.
Education Requirements: High school.
Certification: None

ALC Labor Category: Program Manager
Description/Functional Responsibility: Provides program management functions including technical leadership, quality assurance, and decision-oriented recommendations. Manages assigned projects or tasks in compliance with the statement of work and negotiated performance metrics or goals. Creates functional strategies and specific objectives for project elements. Manages and mitigates risk in assigned areas and develops innovative approaches to problem resolution. Oversees coordination of personnel and resources required to successfully complete projects. Develops budgets/policies/procedures to support the functional infrastructure.
Experience Requirements: Ten (10) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree and a master's degree in a relevant field.
Certification: Project Management Professional Certification (PMP), DAWIA Program Management, Federal Acquisition Certification for Program and Project Managers (FAC-P/PM), or equivalent.

ALC Labor Category: Systems Specialist
Description/Functional Responsibility: Provides support for systems and data management services including the installation, maintenance, and sustainment support of systems. Performs system backups and recovery. Assists users with questions or problems. Develops databases, performs queries, and develops reports.
Experience Requirements: Two (2) years of relevant experience.
Education Requirements: Associate degree or equivalent.
Certification: None

ALC Labor Category: Training Specialist
Description/Functional Responsibility: Manages, performs, creates, and delivers training documentation. Serves as a subject matter expert in education, in teaching methodologies, and in creating structured lesson plans and formal training programs. Manages and schedules training, arranges instructors, prepares training materials, and arranges facilities.
Experience Requirements: Three (3) years relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree.
Certification: Specific tasks may require certification for classroom instruction.

SIN 541614 - Process, Physical Distribution, and Logistics Consulting Services

ALC Labor Category: Logistics Analyst II
Description: Enhances product workflow by analyzing and developing logistics plans that affect production, distribution, and inventory. Analyzes logistics data, using methods such as data mining, data modeling, or cost or benefit analysis. Interprets data on logistics elements, such as availability, maintainability, reliability, supply chain management, strategic sourcing or distribution, supplier management, or transportation. Provides ongoing analyses in areas such as transportation costs, parts procurement, back orders, or delivery processes. Performs data queries and enters logistics-related data into databases. Prepares reports on logistics performance measures and recommends improvements to existing or planned logistics processes.
Experience Requirements: Three (3) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree.
Certification: None

ALC Labor Category: Logistics Engineer III
Description/Functional Responsibility: Applies analytic methods or tools to understand, predict, or control logistics operations or processes. Analyzes logistics data, using methods such as data mining, data modeling, or cost or benefit analysis. Interprets data on logistics elements, such as availability, maintainability, reliability, supply chain management, strategic sourcing or distribution, supplier management, or transportation. Conducts logistics studies or analyses, such as time studies, zero-base analyses, rate analyses, network analyses, flow-path analyses, or supply chain analyses. Reviews procedures, such as distribution or inventory management, to ensure maximum efficiency or minimum cost. Develops logistic metrics, internal analysis tools, or key performance indicators for business units. Designs or analyzes operational solutions for projects such as transportation optimization, network modeling, process and methods analysis, cost containment, capacity enhancement, routing and shipment optimization, or information management. Monitors industry standards, trends, or practices to identify developments in logistics planning or execution.
Experience Requirements: Five (5) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree.
Certification: None

ALC Labor Category: Management Analyst
Description/Functional Responsibility: Conducts organizational studies and evaluations, design systems and procedures, conducts work simplification and measurement studies. Assesses procedures, such as organizational change, communications, information flow, integrated production methods, inventory control, or cost analysis. Analyzes data and interviews personnel and conducts on-site observation to ascertain unit functions, work performed, and methods, equipment, and personnel used. Documents findings and prepares recommendations for implementation of new systems, procedures, or organizational changes. Develops and implements information system plans and recommends information

system improvements. Develops and sustains databases to meet increased data processing and information management demands.
Experience Requirements: Three (3) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree.
Certification: None

ALC Labor Category: Operations Research Analyst III
Description/Functional Responsibility: Collects and analyzes data to evaluate operations and processes and to facilitate complex decision-making. Utilizes established modeling and evaluation methodologies to determine the effectiveness of current operational activities, isolate problem areas and develop solutions. Prepares reports that outline and rank proposed solutions and presents a range of possible alternatives. Performs Business Case Analysis.
Experience Requirements: Five (5) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree in operations research, business management, logistics management, math, science, or similar.
Certification: None

SIN 54151S - IT Professional Services

ALC Labor Category: Cloud Computing Administrator
Description/Functional Responsibility: Design and develop solutions to complex applications problems, system administration issues, or network concerns involving cloud computing. Perform systems management and integration functions. Schedules, plans, and oversees migration to cloud computing platforms. Evaluates and designs testing procedures to ensure that software meets established quality standards.
Experience Requirements: Five (5) years of relevant experience
Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.
Certification: None

ALC Labor Category: Configuration Manager
Description/Functional Responsibility: Analyzes design changes to determine the effect on the end product function and determines and prepares documentation necessary for change. Coordinates with customers and developers to determine a process for change reporting. Reviews released engineering change data and ensures adherence to configuration management procedures and policies. Works on advanced, complex technical projects or business issues requiring state of the art technical or industry knowledge.
Experience Requirements: Five (5) years of relevant experience.

Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.

Certification: None

ALC Labor Category: Database Administrator II

Description/Functional Responsibility: Develops, manages, and maintains databases of medium complexity. Optimizes database configuration and access. Writes and codes logical and physical database descriptions. Resolves database performance and capacity issues. Tests databases, corrects errors, and makes necessary modifications. Plans, coordinates, and implements security measures to safeguard information in computer files against accidental or unauthorized damage, modification, or disclosure. Specifies users and user access levels for each segment of a database. Performs database recovery and back-up.

Experience Requirements: Two (2) years of experience providing database support

Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.

Certification: None

ALC Labor Category: Database Administrator III

Description/Functional Responsibility: Develops, manages, and maintains databases of medium complexity. Optimizes database configuration and access. Writes and codes logical and physical database descriptions. Resolves database performance and capacity issues. Tests databases, corrects errors, and makes necessary modifications. Plans, coordinates, and implements security measures to safeguard information in computer files against accidental or unauthorized damage, modification, or disclosure. Specifies users and user access levels for each segment of a database. Performs database recovery and back-up.

Experience Requirements: Five (5) years of experience providing database support

Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.

Certification: May require certifications relevant to specific tasks. Examples include Oracle Certified Professional, IBM Certified Database Administrator, and MS SQL Server certifications.

ALC Labor Category: Database Administrator IV

Description/Functional Responsibility: Develops, manages, and maintains databases of medium to high complexity. Optimizes database configuration and access. Writes and codes logical and physical database descriptions. Resolves database performance and capacity issues. Tests databases, corrects errors, and makes necessary modifications. Develops

standards and guidelines for the use and acquisition of software and to protect vulnerable information. Plans, coordinates, and implements security measures to safeguard information in computer files against accidental or unauthorized damage, modification, or disclosure. Specifies users and user access levels for each segment of a database. Performs database recovery and back-up.
Experience Requirements: Seven (7) years of experience providing database support
Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.
Certification: May require certifications relevant to specific tasks. Examples include Oracle Certified Professional, IBM Certified Database Administrator, and MS SQL Server certifications.

ALC Labor Category: Database Engineer IV
Description/Functional Responsibility: Approves, schedules, plans, and supervises the installation and testing of new products and improvements to computer systems, such as the installation of new databases. Develops and modifies procedures to solve complex database design problems, including performance, scalability, security, and integration issues. Designs, codes, tests, debugs, and documents complex databases. Requires comprehensive knowledge of database technologies, along with solid coding and computer system skills.
Experience Requirements: Seven (7) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.
Certification: Requires certifications relevant to specific tasks. Examples include Oracle Certified Professional, IBM Certified Database Administrator, and MS SQL Server certifications.

ALC Labor Category: Design Engineer I
Description/Functional Responsibility: Contributes to the designs of new products and improvements to existing products. Researches and evaluates products, software, or hardware for cost efficiency and reliability. Analyzes test results and recommends appropriate design changes. Coordinates with other engineering staff to complete projects.
Experience Requirements: This is an entry level position
Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.
Certification: None

ALC Labor Category: Design Engineer II
Description/Functional Responsibility: Designs of new products and improvements to existing products. Researches and evaluates products, software, or hardware for cost efficiency and reliability. Analyzes test results and recommends appropriate design changes. Coordinates with other engineering staff to complete projects.
Experience Requirements: Two (2) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.
Certification: None

ALC Labor Category: Design Engineer III
Description/Functional Responsibility: Designs new products and makes improvements to existing products. Researches and evaluates products, software, or hardware for cost efficiency and reliability. Analyzes test results and recommends appropriate design changes. Coordinates with other engineering staff to complete projects.
Experience Requirements: Five (5) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.
Certification: None

ALC Labor Category: Design Engineer IV
Description/Functional Responsibility: Serves as a subject matter expert for the design of new products and makes improvements to existing products. Researches and evaluates products, software, or hardware for cost efficiency and reliability. Develops test procedures and analyzes test results. Recommends improvements and design changes. May oversee the work of other design engineers.
Experience Requirements: Seven (7) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.
Certification: None

ALC Labor Category: Information Assurance Specialist
Description/Functional Responsibility: Develops procedures and implements controls to ensure the security of the organization's systems and information assets. Protects against unauthorized access, modification, or destruction, and develops IT security policies and standards. Evaluates system architecture and firewall configuration to protect system

security. Authorizes user access and validates security credentials. Supports Risk Management Framework requirements.
Experience Requirements: Five (5) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.
Certification: Appropriate DoD or Federal certifications specific to supported tasks. Examples include CompTIA Security+, Insider Threat, Cyber Security Service Provider, and those offered by the Center for Security Excellence.

ALC Labor Category: Principal Engineer I
Description/Functional Responsibility: Assists in the design, development, modification, and analysis of hardware devices and/or software systems. Interacts with other engineering groups to define, document, analyze, perform, and interpret tests for products, systems, components, or modifications. Diagnoses malfunctions in existing products and makes improvements or modifications to produce desired results. Assists in the definition of internal quality control standards and the maintenance of reliability programs. Acquires current information and conducts analyses pertaining to the development of new designs, methods or processes and provides recommendations accordingly.
Experience Requirements: One (1) year of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.
Certification: CompTIA Security+

ALC Labor Category: Principal Engineer II
Description/Functional Responsibility: Designs, develops, modifies, and analyze hardware devices and/or software systems. Interacts with other engineering groups to define, document, analyze, perform, and interpret tests for products, systems, components, or modifications. Diagnoses malfunctions in existing products and makes improvements or modifications to produce desired results. Assists in the definition of internal quality control standards and the maintenance of reliability programs. Acquires current information and conducts analyses pertaining to the development of new designs, methods or processes and provides recommendations accordingly.
Experience Requirements: Three (3) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.
Certification: CompTIA Security+

ALC Labor Category: Principal Engineer III
Description/Functional Responsibility: Plans, conducts, and technically directs projects, coordinating the efforts of technical support personnel. Develops and applies advanced design methods, theories and research techniques in the investigation and solution of technical development. Designs, implements, and communicates, an operational plan for completing the project. Performs engineering design evaluations and works to complete projects within budget and scheduling restraints. Monitors progress and performance against the project plan. Reviews reports of production, malfunction, and maintenance to determine or address problems and takes action to minimize delays.
Experience Requirements: Five (5) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.
Certification: CompTIA Security+

ALC Labor Category: Program Analyst
Description/Functional Responsibility: Develops project management plans and schedules to meet project requirements. Monitors and reports performance against plans to ensure that contractual, cost and schedule objectives are met. Develops Integrated Master Schedules and prepares charts demonstrating critical elements of the project. Develops project budgets and forecasts. Communicates project status with clients.
Experience Requirements: Three (3) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree in a related field.
Certification: None

ALC Labor Category: Project Manager
Description/Functional Responsibility: Directs the technical project management function. Develops and establishes strategic project management and quality standards and methods that ensure on-time and in-scope delivery. Guides the development of technical estimates, work plans, methodologies, and deliverables. Builds project delivery team skills and capacity. Removes obstacles and negotiates with stakeholders. Manages and mitigates risk in all elements of the project. Maintains a deep and broad knowledge of supported technology.
Experience Requirements: Ten (10) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.
Certification: Project Management Professional Certification (PMP), DAWIA Program Management, Federal Acquisition Certification for Program and Project Managers (FAC-P/PM), or equivalent.

ALC Labor Category: Quality Assurance Analyst I
Description/Functional Responsibility: Executes established testing procedures to ensure that software meets established quality standards. Prepares data sets to test logic, error handling and system workflows. Isolates, reproduces, and tracks defects. Verifies fixes. Documents testing according to required procedures. May assist with the creation of new testing scripts and plans.
Experience Requirements: Two (2) years of relevant experience.
Education Requirements: Associates degree in a related field.
Certification: None

ALC Labor Category: Quality Assurance Analyst III
Description/Functional Responsibility: Evaluates and executes testing procedures to ensure that software meets established quality standards. Develops and writes testing scripts and plans to ensure that software functions as expected. Prepares complex data sets to test logic, error handling and system workflows. Isolates, reproduces, and tracks defects. Verifies fixes. Documents testing according to required procedures. Reviews software development cycle and quality assurance methodologies.
Experience Requirements: Five (5) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.
Certification: None

ALC Labor Category: Quality Assurance Analyst IV
Description/Functional Responsibility: Subject matter expert for quality assurance on complex technical and business matters. Evaluates and designs testing procedures to ensure that software meets established quality standards. Develops and writes testing scripts and plans to ensure that software functions as expected using varying methods. Develop testing programs that address areas such as database impacts, software scenarios, regression testing, negative testing, error or bug retests, or usability. Verifies fixes. Monitors and documents testing results according to required procedures. Validates effectiveness of the software development cycle and quality assurance methodologies.
Experience Requirements: Seven (7) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.
Certification: Appropriate DoD or Federal certifications specific to supported tasks.

ALC Labor Category: Software Engineer - Entry
Description/Functional Responsibility: Performs coding, debugging, testing, and troubleshooting throughout the application development process. Designs and develops software applications. Works on projects of limited complexity in a support role.
Experience Requirements: This is an entry level position.
Education Requirements: Associates degree in a related field.
Certification: None

ALC Labor Category: Software Engineer I
Description/Functional Responsibility: Designs and develops software applications. Performs coding, debugging, testing, and troubleshooting throughout the application development process. Works on projects of limited complexity.
Experience Requirements: One (1) year of relevant experience.
Education Requirements: Associates degree in a related field.
Certification: None

ALC Labor Category: Software Engineer II
Description/Functional Responsibility: Designs and develops software applications. Performs coding, debugging, testing, and troubleshooting throughout the application development process. Modifies existing software to correct errors, to adapt it to new hardware, or to upgrade interfaces and improve performance. Stores, retrieves, and manipulates data for analysis of system capabilities and requirements. Performs occasional complex tasks within the job function.
Experience Requirements: Three (3) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.
Certification: CompTIA Security+

ALC Labor Category: Software Engineer III
Description/Functional Responsibility: Designs and develops software applications. Performs coding, debugging, testing, and troubleshooting throughout the application development process. Modifies existing software to correct errors, to adapt it to new hardware, or to upgrade interfaces and improve performance. Evaluate the interface between hardware and software, develops specifications and performance requirements, and resolves customer problems. Stores, retrieves, and manipulates data for analysis of system capabilities and requirements. Prepares reports or correspondence concerning project specifications, activities, or status.
Experience Requirements: Five (5) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information

Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.

Certification: CompTIA Security+

ALC Labor Category: Software Engineer IV

Description/Functional Responsibility: Directs software programming and development of documentation. Supervises and assigns work to programmers, designers, technologists, technicians, or other engineering or scientific personnel. Designs and develops software applications. Performs coding, debugging, testing, and troubleshooting throughout the application development process. Modifies existing software to correct errors, to adapt it to new hardware, or to upgrade interfaces and improve performance. Evaluates the interface between hardware and software, develops specifications and performance requirements, and resolves customer problems. Stores, retrieves, and manipulates data for analysis of system capabilities and requirements. Consults with customers or other departments on project status, proposals, or technical issues, such as software system design or maintenance. Prepares reports or correspondence concerning project specifications, activities, or status.

Experience Requirements: Seven (7) years of relevant experience.

Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.

Certification: CompTIA Security+

ALC Labor Category: Software Systems Engineer I

Description/Functional Responsibility: Analyzes information to determine, recommend, and plan installation of a new system or modification of an existing system. Assists with the design of software systems, using scientific analysis and mathematical models to predict and measure outcome and consequences of design. Performs tasks of limited complexity.

Experience Requirements: One (1) year of relevant experience.

Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.

Certification: None

ALC Labor Category: Software Systems Engineer II

Description/Functional Responsibility: Analyzes information to determine, recommend, and plan installation of a new system or modification of an existing system. Designs software systems, using scientific analysis and mathematical models to predict and measure outcome and consequences of design.

Experience Requirements: Three (3) year of relevant experience.

Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information

Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.

Certification: None

ALC Labor Category: System Analyst II

Description/Functional Responsibility: Researches, analyzes, and designs system applications to meet the needs of an organization and integrate with existing and future systems. Consults with users to identify current operating procedures, problems, and requirements. Designs models and develops materials used for analysis and solution development including process maps and diagrams. Performs software and website analysis and provides recommendations. Assesses ability of software products to meet user needs and performs gap analysis. Develops documentation and other aids for users to assist with installation, maintenance, and operating procedures.

Experience Requirements: Three (3) years of relevant experience.

Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.

Certification: None

ALC Labor Category: System Analyst III

Description/Functional Responsibility: Researches, analyzes, and designs system applications to meet the needs of an organization and integrate with existing and future systems. Consults with users to identify current operating procedures, problems, and requirements. Designs models and develops materials used for analysis and solution development including process maps and diagrams. Performs software and website analysis and provides recommendations. Assesses ability of software products to meet user needs and performs gap analysis. Develops documentation and other aids for users to assist with installation, maintenance, and operating procedures.

Experience Requirements: Five (5) years of relevant experience.

Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.

Certification: None

ALC Labor Category: Systems Engineer V

Description/Functional Responsibility: Provides subject matter expertise to lead the planning and designing of an organization's systems infrastructure. Works on advanced, complex technical projects or business issues requiring state of the art technical or industry knowledge. Performs modeling and architectural development. Analyzes complex customer issues and implements solutions to correct problem areas. Ensures the accuracy and effectiveness of the system to meet customer requirements. Prepares technical

documentation and reports accurately for submission to the client. Provides leadership for the work group through knowledge in the area of specialization and oversees training for new employees.
Experience Requirements: Ten (10) years of relevant experience.
Education Requirements: A 4-year course of study leading to a bachelor's degree in a field such as Computer Science, Information Systems, Business Systems, Management Information Systems, IT Management, other IT degree. Engineering, Math, and Science degrees are acceptable substitute degrees.
Certification: As appropriate for technology supported.

ALC Labor Category: Technical Writer
Description/Functional Responsibility: Collects and interprets technical data. Creates and publishes technical documentations and manuals following established procedures and formats. Edits and proofreads technical data for use in documents such as presentations, manuals, procedures, and specifications. Ensures documents adhere to standards for quality, graphics, coverage, format, and style.
Experience Requirements: One (1) year of related experience.
Education Requirements: Associates degree in a related field.
Certification: None

ALC Labor Category: Web Designer I
Description/Functional Responsibility: Designs internal and external web pages using authoring or scripting languages, content creation tools, management tools, and digital media. Analyzes user needs to implement web site content, graphics, performance, and capacity. Evaluates code to ensure that it is valid, is properly structured, meets industry standards, and is compatible with browsers, devices, or operating system. Uses knowledge of user interface design and human factors engineering to create visually pleasing web pages with rich content and clear navigational schemes. Tests and improves site usability and performance on a variety of browsers. Utilizes technologies, techniques, and tools such as HTML, Shockwave, Photoshop, Illustrator, Adobe Flex, Adobe Flash, JavaScript, ASP pages, and Search Engine Optimization.
Experience Requirements: One (1) year of relevant experience. Completion of a web design certification course may be equivalent to 1 year of experience.
Education Requirements: Associates degree in a related field.
Certification: None

ALC Labor Category: Web Designer II
Description/Functional Responsibility: Designs internal and external web pages using authoring or scripting languages, content creation tools, management tools, and digital media. Analyzes user needs to implement web site content, graphics, performance, and capacity. Evaluates code to ensure that it is valid, is properly structured, meets industry standards, and is compatible with browsers, devices, or operating system. Designs and implements site security measures, such as firewalls or message encryption. Uses knowledge

of user interface design and human factors engineering to create visually pleasing web pages with rich content and clear navigational schemes. Tests and improves site usability and performance on a variety of browsers. Utilizes technologies, techniques, and tools such as HTML, Shockwave, Photoshop, Illustrator, Adobe Flex, Adobe Flash, JavaScript, ASP pages, and Search Engine Optimization.
Experience Requirements: Three (3) year of relevant experience. Completion of a web design certification course may be equivalent to 1 year of experience.
Education Requirements: Associates degree in a related field.
Certification: None

ALC Labor Category: Web Designer III
Description/Functional Responsibility: Designs internal and external web pages using authoring or scripting languages, content creation tools, management tools, and digital media. Analyzes user needs to implement web site content, graphics, performance, and capacity. Incorporates technical considerations into web site design plans, such as budgets, equipment, performance requirements, or legal issues including accessibility and privacy. Confers with client management to prioritize needs, resolve conflicts, develop content criteria, or choose solutions. Develops web site maps, application models, image templates, or page templates that meet project goals, user needs, or industry standards. Evaluates code to ensure that it is valid, is properly structured, meets industry standards, and is compatible with browsers, devices, or operating system. Designs and implements site security measures, such as firewalls or message encryption. Uses knowledge of user interface design and human factors engineering to create visually pleasing web pages with rich content and clear navigational schemes. Tests and improves site usability and performance on a variety of browsers. Utilizes technologies, techniques, and tools such as HTML, Shockwave, Photoshop, Illustrator, Adobe Flex, Adobe Flash, JavaScript, ASP pages, and Search Engine Optimization.
Experience Requirements: Five (5) years of relevant experience. Completion of a web design certification course may be equivalent to 1 year of experience.
Education Requirements: Associates degree in a related field.
Certification: None

ALC Labor Category: Management Analyst
Description/Functional Responsibility: Conducts organizational studies and evaluations, design systems and procedures, conducts work simplification and measurement studies. Assesses procedures, such as organizational change, communications, information flow, integrated production methods, inventory control, or cost analysis. Analyzes data and interviews personnel and conducts on-site observation to ascertain unit functions, work performed, and methods, equipment, and personnel used. Documents findings and prepares recommendations for implementation of new systems, procedures, or organizational changes. Develops and implements information system plans and recommends information system improvements. Develops and sustains databases to meet increased data processing and information management demands.
Experience Requirements: Three (3) years of relevant experience.

Education Requirements: A 4-year course of study leading to a bachelor's degree in a related field.

Certification: None

Substitution Matrix

Relevant experience is experience directly reflecting task or project being solicited. The nature of the activities, analyses and work products must be very similar or identical to those of the intended project.

All degree requirements must be satisfied through an established institution accredited through a nationally or regionally recognized accrediting agency.

Education and Experience substitutions:

1. Experience requirements can be satisfied through additional education.

- An associate degree is considered equivalent to two (2) additional years of relevant experience.
- An undergraduate degree in an appropriate field is considered equivalent to four (4) years of experience.
- A master's degree in an appropriate field is considered equivalent to two (2) additional years of experience.
- A doctoral or Ph.D. degree in an appropriate field is considered equivalent to two (2) additional years of experience.

A candidate with a relevant undergraduate and master's degrees and a Ph.D. could achieve an additional eight (8) years of experience credit for a position without a degree requirement.

2. Education requirements can be satisfied through additional relevant experience.

- Two (2) years of relevant experience over and above the minimum experience requirements for the position are considered equivalent to an associate degree.
- Four (4) years relevant experience over and above the minimum experience requirements for the position are considered equivalent to a bachelor's degree.
- Six (6) years relevant experience over and above the minimum experience requirements for the position are considered equivalent to a master's degree. (or a bachelors and two (2) years)

A candidate with a bachelor's degree and one (1) year of relevant experience will qualify for a position without a degree requirement requiring five (5) years of experience.

3. Credit for certifications.

An additional year of experience will be credited for successful completion of relevant certifications beyond any minimum requirements listed. These certifications include CompTIA

Security+, Information Technology Infrastructure Library (ITIL) Expert, Information Technology Infrastructure Library (ITIL) Master, Certified Information Systems Security professional (CISSP), Cisco Certified Architect (CCA), Cisco Certified Internetwork Expert (CCIE), Cisco Certified Network Professional (CCNP), Microsoft Certified Architect (MCA), Microsoft Certified Master (MCM), Microsoft Certified IT Professional (MCITP), Microsoft Certified Professional Developer (MCPD), MCSA, Oracle Certified Associate (OCA), Oracle Certified Professional (OCP), Oracle Certified Master (OCM), Microsoft Azure Fundamentals, Azure Administrator, Azure Developer, Azure Security Engineer, Azure Data Engineer, Azure Database Administrator, Azure Solutions Architect, Azure DevOps Engineer, Certified Professional Contract Manager (CPCM), Certified Supply Chain Engineer, Certified Logistics, Transportation and Distribution Professional, or Certified Professional Logistician (CPL). Certifications not included in this list may be considered for credit when related to specific project tasks and emerging technologies.