



AUTHORIZED INFORMATION TECHNOLOGY SCHEDULE PRICELIST  
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT, SOFTWARE & SERVICES

**SPECIAL ITEM NUMBER 132-50 - TRAINING COURSES**

**SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES**

|                |  |
|----------------|--|
| FPDS Code D301 | IT Facility Operation and Maintenance  |
| FPDS Code D302 | IT Systems Development Services  |
| FPDS Code D306 | IT Systems Analysis Services   |
| FPDS Code D307 | Automated Information Systems Design and Integration Services  |
| FPDS Code D308 | Programming Services   |
| FPDS Code D310 | IT Backup and Security Services  |
| FPDS Code D311 | IT Data Conversion Services  |
| FPDS Code D313 | Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services                                  |
| FPDS Code D316 | IT Network Management Services   |
| FPDS Code D317 | Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services |
| FPDS Code D399 | Other Information Technology Services, Not Elsewhere Classified  |

**The Hard Yards LLC**  
**3100 Clarendon Blvd., Ste. 200**  
**Arlington, VA 22201**  
**(P) 202-847-6178**  
**(F) 866-543-5185**  
**jason@hardyards.com**

Contract Number: **47QTCA19D0043**  
Period Covered by Contract: **1/8/19 – 1/7/2024**

Pricelist current through Modification #2, dated 1-9-19.  
Products and ordering information in this Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System (<http://www.gsaadvantage.gov>).

**CUSTOMER INFORMATION:**

**1. Awarded Special Item Number(s):**

| SIN              | Description                                  |
|------------------|--|
| 132-50, 132-50RC | Training Courses                             |
| 132-51, 132-51RC | Professional Information Technology Services |

- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract: See pricing beginning on page 5.
- 1c. Descriptions of all corresponding commercial job titles with experience, functional responsibility and education are provided beginning on page 6.
- 2. **Maximum Order:** SIN 132-50: \$25,000  
SIN 132-51: \$500,000
- 3. **Minimum Order:** \$100
- 4. **Geographic Coverage:** Domestic only
- 5. **Point of Production:** N/A
- 6. **Prices Shown Herein are Net (discount deducted)**
- 7. **Quantity Discount:** Additional 1% on Single Orders over \$250,000
- 8. **Prompt Payment Terms:** Net 30
- 9. **Government Purchase Cards** Will Accept
- 10. **Foreign Items:** None
- 11. **Time of Delivery:** The Hard Yards LLC shall deliver or perform services in accordance with the terms negotiated in an agency's order.
- 11b. **Expedited Delivery:** Consult with Contractor
- 11c. **Overnight/2-Day Delivery:** Consult with Contractor
- 11d. **Urgent Requirements:** Consult with Contractor
- 12. **FOB Point:** Destination

- 13. Ordering Address:**                   ATTN: Jason Lamb  
3100 Clarendon Blvd., Ste. 200  
Arlington, VA 22201  
(P) 571-212-9813  
(F) 866-543-5185  
[jason@hardyards.com](mailto:jason@hardyards.com)
- 14. Payment Address:**               Accounts Receivable  
3100 Clarendon Blvd., Ste. 200  
Arlington, VA 22201  
(P) 202-847-6178  
(F) 866-543-5185  
[jason@hardyards.com](mailto:jason@hardyards.com)
- 15. Warranty Provisions:** Contractor's Standard Warranty
- 16. Export Packing charges:** Not applicable
- 17. Terms and conditions of Government Purchase Card Acceptance:** Contact The Hard Yards LLC for terms and conditions of Government Purchase Card acceptance.
- 18. Terms and conditions of rental, maintenance, and repair:** Not applicable
- 19. Terms and conditions of installation:** Not applicable
- 20b. Terms and conditions of repair parts:** Not applicable
- 20b. Terms and conditions for any other services:** Not applicable
- 20. List of service and distribution points:** Not applicable
- 21. List of participating dealers:** Not applicable
- 22. Preventive maintenance:** Not applicable
- 24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:**  
Not applicable
- 24b.** Contact The Hard Yards LLC for Section 508 compliance information. The EIT standards can be found at: <http://www.section508.gov>
- 25. DUNS Number:** 079394386
- 26.** The Hard Yards LLC is registered in the System for Award Management (SAM) database

**TERMS AND CONDITIONS APPLICABLE TO PURCHASE OF TRAINING COURSES FOR GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT AND SOFTWARE (SPECIAL ITEM NUMBER 132-50)**

1. SCOPE

- a. The Contractor shall provide training courses normally available to commercial customers, which will permit ordering activity users to make full, efficient use of general purpose commercial IT products. Training is restricted to training courses for those products within the scope of this solicitation.
- b. The Contractor shall provide training at the Contractor's facility and/or at the ordering activity's location, as agreed to by the Contractor and the ordering activity.

2. ORDER

Written orders, EDI orders (GSA Advantage! and FACNET), credit card orders, and orders placed under blanket purchase agreements (BPAs) shall be the basis for the purchase of training courses in accordance with the terms of this contract. Orders shall include the student's name, course title, course date and time, and contracted dollar amount of the course.

3. TIME OF DELIVERY

The Contractor shall conduct training on the date (time, day, month, and year) agreed to by the Contractor and the ordering activity.

4. CANCELLATION AND RESCHEDULING

- a. The ordering activity will notify the Contractor at least seventy-two (72) hours before the scheduled training date, if a student will be unable to attend. The Contractor will then permit the ordering activity to either cancel the order or reschedule the training at no additional charge. In the event the training class is rescheduled, the ordering activity will modify its original training order to specify the time and date of the rescheduled training class.
- b. In the event the ordering activity fails to cancel or reschedule a training course within the time frame specified in paragraph a, above, the ordering activity will be liable for the contracted dollar amount of the training course. The Contractor agrees to permit the ordering activity to reschedule a student who fails to attend a training class within ninety (90) days from the original course date, at no additional charge.
- c. The ordering activity reserves the right to substitute one student for another up to the first day of class.
- d. In the event the Contractor is unable to conduct training on the date agreed to by the Contractor and the ordering activity, the Contractor must notify the ordering activity at least seventy-two (72) hours before the scheduled training date.

5. FOLLOW-UP SUPPORT

The Contractor agrees to provide each student with unlimited telephone support or online support for a period of one (1) year from the completion of the training course. During this period, the student may

contact the Contractor's instructors for refresher assistance and answers to related course curriculum questions.

**6. PRICE FOR TRAINING**

The price that the ordering activity will be charged will be the ordering activity training price in effect at the time of order placement, or the ordering activity price in effect at the time the training course is conducted, whichever is less.

| SIN    | Course Title   | Course Length | Minimum Participants | Maximum Participants | PRICE OFFERED TO GSA (including IFF) |
|--------|--|---------------|----------------------|----------------------|--------------------------------------|
| 132-50 | Certified Scrum Product Owner Course   | 2 days        | 10                   | 25                   | \$16,700.25                          |
| 132-50 | Certified Scrum Product Owner Course (volume discount: 5+ courses in a year) | 2 days        | 10                   | 25                   | \$8,350.13                           |
| 132-50 | Certified Scrum Master Course  | 2 days        | 10                   | 25                   | \$16,700.25                          |
| 132-50 | Certified Scrum Master Course (volume discount: 4+ courses in a year)        | 2 days        | 10                   | 25                   | \$12,630.32                          |
| 132-50 | Certified Scrum Master Course (volume discount: 10+ courses in a year)       | 2 days        | 10                   | 25                   | \$8,350.13                           |
| 132-50 | Design Thinking Course   | 3 days        | 10                   | 35                   | \$11,788.41                          |

**7. INVOICES AND PAYMENT**

Invoices for training shall be submitted by the Contractor after ordering activity completion of the training course. Charges for training must be paid in arrears (31 U.S.C. 3324). **PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.**

**8. FORMAT AND CONTENT OF TRAINING**

| <b>Title of Course: Certified Scrum Master (Interactive Classroom Sessions)</b>  |                                |                                   |        |
|--|--------------------------------|-----------------------------------|--------|
| Location of Course:  | Arlington, VA and Richmond, VA | Length of Course (# of Hrs/Days): | 2 days |
| Minimum Number of Participants:  | 10                             | Maximum Number of Participants:   | 25     |
| <b>Course Prerequisites:</b> None  |                                |                                   |        |
| <b>Support Materials Provided as Part of the Course (e.g., Training Manuals, CDs, DVDs):</b> <u>The Definitive Guide to Scrum: The Rules of the Game</u> by Ken Schwaber and Jeff Sutherland   |                                |                                   |        |
| <b><u>Description of Course, Including Major Objectives</u></b>  |                                |                                   |        |
| <p>Scrum is a simple yet incredibly powerful set of practices that help teams deliver products in short cycles, enable fast feedback, and create a culture of rapid adaptation to change. This course teaches the foundations of Agile and provides a solid understanding of the Scrum framework. Essential concepts and tools of Scrum are taught, to include managing product backlogs, planning releases and sprints, tracking and reporting progress, and conducting stand-ups and retrospectives.</p> <p>This course takes participants through a series of interactive exercises where they can learn and apply first-hand the principles of Scrum. At the end of the class, the participants are able to implement Scrum in their work environment, adopt a more innovative mindset, and drive a culture of change in their organization.</p> |                                |                                   |        |

| <b>Title of Course: Certified Scrum Product Owner (Interactive Classroom Sessions)</b>  |                                |                                   |        |
|---|--------------------------------|-----------------------------------|--------|
| Location of Course:   | Arlington, VA and Richmond, VA | Length of Course (# of Hrs/Days): | 2 days |
| Minimum Number of Participants:   | 10                             | Maximum Number of Participants:   | 25     |
| <b>Course Prerequisites:</b> None   |                                |                                   |        |
| <b>Support Materials Provided as Part of the Course (e.g., Training Manuals, CDs, DVDs):</b> <u>The Definitive Guide to Scrum: The Rules of the Game</u> by Ken Schwaber and Jeff Sutherland  |                                |                                   |        |
| <b><u>Description of Course, Including Major Objectives</u></b>   |                                |                                   |        |
| <p>While there are no formal prerequisites, this course assumes a basic knowledge of the Scrum workflow and focuses on the Product Owner role. This course teaches the essential skills and responsibilities of the Product Owner, including managing product backlogs, prioritizing user stories, and acting as the representative for customer value.</p> <p>This course takes participants through a series of interactive exercises where they can learn and apply first-hand the principles of Scrum as a Product Owner. At the end of the course, the participants are able to act as the Product Owner in an organization, and successfully apply prioritization, vision, user story grooming, and customer-centric feedback to any product.</p> |                                |                                   |        |

| <b>Title of Course: Design Thinking (Interactive Classroom Sessions)</b>  |                                |                                   |        |
|---|--------------------------------|-----------------------------------|--------|
| Location of Course:   | Arlington, VA and Richmond, VA | Length of Course (# of Hrs/Days): | 3 days |
| Minimum Number of Participants:   | 10                             | Maximum Number of Participants:   | 35     |
| <b>Course Prerequisites:</b> None   |                                |                                   |        |
| <b>Support Materials Provided as Part of the Course (e.g., Training Manuals, CDs, DVDs):</b> Training Handout   |                                |                                   |        |
| <b><u>Description of Course, Including Major Objectives</u></b>   |                                |                                   |        |
| <p>Design thinking is a human-centered approach to problem solving and strategic innovation. The course provides a framework for using design thinking to enable participants to become innovative thinkers and uncover creative opportunities to solve the types of challenges facing today’s organizations.</p> <p>In this highly interactive workshop, teams go through the whole process from idea to a working prototype, beginning with learning customer context and defining the problem statement, and then iterating solutions and validating them with customers. We also share several stories from different organizations that used design thinking to uncover compelling solutions and provide ethnography training (open ended interviewing) with a focus on uncovering unmet end-user needs.</p> |                                |                                   |        |

- a. The Contractor shall provide written materials (i.e., manuals, handbooks, texts, etc.) normally provided with course offerings. Such documentation will become the property of the student upon completion of the training class.
- b. For hands-on training courses, there must be a one-to-one assignment of IT equipment to students.
- c. The Contractor shall provide each student with a Certificate of Training at the completion of each training course.
- d. The Contractor offered training courses:
- e. For those courses conducted at the ordering activity’s location, instructor travel charges (if applicable), including mileage and daily living expenses (e.g., per diem charges) are governed by Pub. L. 99-234 and FAR Part 31.205-46, and are reimbursable by the ordering activity on orders placed under the Multiple Award Schedule, as applicable, in effect on the date(s) the travel is performed. Contractors cannot use GSA city pair contracts. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- f. For Online Training Courses, a copy of all training material must be available for electronic download by the students.

9. “NO CHARGE” TRAINING

The Contractor shall describe any training provided with equipment and/or software provided under this contract, free of charge, in the space provided below. N/A

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT)  
PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)**

**1. SCOPE**

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

**2. PERFORMANCE INCENTIVES**

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract in accordance with this clause.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

**3. ORDER**

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

**4. PERFORMANCE OF SERVICES**

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.



d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

(a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

(1) Cancel the stop-work order; or

(2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

(1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

(2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

The Inspection of Services—Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection—Time-and-Materials and Labor-Hour (JAN 1986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Deviation – May 2003) Rights in Data – General, may apply.

#### 8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Services.

#### 9. INDEPENDENT CONTRACTOR

All IT Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

#### 10. ORGANIZATIONAL CONFLICTS OF INTEREST

##### a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

#### 11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

#### 12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

(a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—

(1) The offeror;

(2) Subcontractors; and/or

(3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

### 13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

### 14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

### 15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

### 16. DESCRIPTION OF IT/IAMPROFESSIONAL SERVICES AND PRICING

**The Hard Yards LLC Labor Category Rates**

| <b>Labor Category</b>    | <b>1/8/19 –<br/>1/7/20</b> | <b>1/8/19 –<br/>1/7/20</b> | <b>1/8/19 –<br/>1/7/20</b> | <b>1/8/19 –<br/>1/7/20</b> | <b>1/8/19 –<br/>1/7/20</b> |
|--------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| Agile Consultant I       | \$97.76                    | \$100.01                   | \$102.31                   | \$104.66                   | \$107.07                   |
| Agile Consultant II      | \$138.07                   | \$141.24                   | \$144.49                   | \$147.81                   | \$151.21                   |
| Agile Consultant III     | \$171.03                   | \$174.97                   | \$178.99                   | \$183.11                   | \$187.32                   |
| Consultant I             | \$110.35                   | \$112.89                   | \$115.48                   | \$118.14                   | \$120.86                   |
| Consultant II            | \$171.03                   | \$174.97                   | \$178.99                   | \$183.11                   | \$187.32                   |
| Subject Matter Expert I  | \$91.87                    | \$93.98                    | \$96.14                    | \$98.35                    | \$100.62                   |
| Subject Matter Expert II | \$195.47                   | \$199.96                   | \$204.56                   | \$209.27                   | \$214.08                   |
| Training Facilitator II  | \$219.90                   | \$224.96                   | \$230.13                   | \$235.42                   | \$240.84                   |

## Labor Category Descriptions

### Agile Consultant I

**Functional Responsibilities:** The Agile Consultant I plans, coordinates, and manages projects. Acts as a lead in defining and executing systems engineering activities within a project. Defines all aspects of system development from analysis of mission needs to verification of system performance. Supports operations as needed. Ensures efficient delivery of contract capabilities using industry standards and repeatable processes. Mitigates risks, controls costs, and schedule variance, and effectively manages large scale, integrated projects.

**Minimum Education:** Bachelor's

**Minimum Experience:** 2 years

### Agile Consultant II

**Functional Responsibilities:** The Agile Consultant II plans, coordinates, and manages projects. Acts as a lead in defining and executing systems engineering activities within a project. Defines all aspects of system development from analysis of mission needs to verification of system performance. Supports operations as needed. Ensures efficient delivery of contract capabilities using industry standards and repeatable processes. Mitigates risks, controls costs, and schedule variance, and effectively manages large scale, integrated projects.

**Minimum Education:** Bachelor's

**Minimum Experience:** 10 years

### Agile Consultant III

**Functional Responsibilities:** The Agile Consultant III plans, coordinates, and manages projects. Acts as a lead in defining and executing systems engineering activities within a project. Defines of all aspects of system development from analysis of mission needs to verification of system performance. Supports operations as needed. Ensures efficient delivery of contract capabilities using industry standards and repeatable processes. Mitigates risks, controls costs, and schedule variance, and effectively manages large scale, integrated projects.

**Minimum Education:** Master's

**Minimum Experience:** 10 years

### Consultant I

**Functional Responsibilities:** The Consultant I offers advice and expertise to organizations to help them improve their business performance in terms of operations, profitability, management, structure, and strategy. The work stretches across a variety of areas, including Management, Strategy, Information Technology (IT), Finance, Marketing, Human Resources (HR), and Supply Chain Management.

**Minimum Education:** Bachelor's

**Minimum Experience:** 2 years

### **Consultant II**

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**Functional Responsibilities:** The Consultant II offers advice and expertise to organizations to help them improve their business performance in terms of operations, profitability, management, structure, and strategy. The work stretches across a variety of areas, including Management, Strategy, IT, Finance, Marketing, HR, and Supply Chain Management.

**Minimum Education:** Master's

**Minimum Experience:** 10 years

### **SME I**

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**Functional Responsibilities:** The Subject Matter Expert (SME) I provides expert support, analysis, and research into exceptionally complex problems and processes relating to the subject matter. Serves as a technical expert on executive-level project teams, providing technical direction, interpretation, and alternatives. May have specific defense, Intelligence Community (IC), or IT expertise and training.

**Minimum Education:** Bachelor's

**Minimum Experience:** 2 years

### **SME II**

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**Functional Responsibilities:** The SME II provides expert support, analysis, and research into exceptionally complex problems, and processes relating to the subject matter. Serves as a technical expert on executive-level project teams providing technical direction, interpretation, and alternatives. Expertise is in a particular area of IT (e.g., Information Systems Architecture, Design, Agile, Implementation, Information Systems Integration, Software Development Methodologies, and Military). May have specific defense or IC expertise or training certification from one of the major certification bodies (e.g. Scrum Alliance).

**Minimum Education:** Master's

**Minimum Experience:** 10 years

### **Training Facilitator II**

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**Functional Responsibilities:** The Training Facilitator II interviews staff and managers to assess needs, design training curriculum, and organize activities, presentations, simulations, and role-playing exercises.

**Minimum Education:** Master's

**Minimum Experience:** 10 years

**Experience & Degree Substitution Equivalencies**

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Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

**Equivalent Degree**

**Experience**

|             |  |
|-------------|--|
| Associate's | 2 years relevant experience  |
| Bachelor's  | Associate's degree + 2 years relevant experience or 4 years relevant experience  |
| Master's    | Bachelor's plus 2 years relevant experience or Associate's degree + 4 years relevant experience or 6 years relevant experience                                 |
| PhD         | Master's + 2 years relevant experience or Bachelor's + 4 years relevant experience or Associate's + 6 years relevant experience or 8 years relevant experience |