GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST
MULTIPLE AWARD SCHEDULE
FSC GROUP MAS

Cherokee Nation Strategic Programs, LLC
10838 E. Marshall St. Ste 200E
Tulsa, OK 74116
Phone: 918-430-3407
www.cherokee-cnsp.com/
Contract Administrator: Joshua Womack
E-Mail: Josh.Womack@cn-bus.com

Contract Number: 47QTCA19D00M8

Period Covered by Contract: September 26, 2019 through September 25, 2024

Price List current through Modification PS-0002, effective January 20, 2021

Business Size: Small

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov. On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage™, a menu-driven database system. The INTERNET address for GSA Advantage!™ is:  http://www.GSAAdvantage.gov.
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CUSTOMER INFORMATION

1a. Table of awarded special item numbers:
   Special Item Number 541370GEO - Earth Observation Solutions
   Special Item Number 54151S - IT Professional 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. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.
   See Approved GSA Pricing

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided.
   See page 11

2. Maximum order.
   $1,000,000

3. Minimum order.
   $100

4. Geographic coverage.
   The Geographic Scope of Contract will be domestic and overseas.

5. Point of production.
   Same as contractor

6. Discount from list prices or statement of net price.
   Prices shown are NET Prices; Basic Discounts have been deducted.

7. Quantity discounts.
   None

8. Prompt payment terms.
   0% - net 30 days from receipt of invoice or date of acceptance, whichever is later.
   Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

   Not Applicable

10a. Time of delivery.
    As Negotiated
10b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price lists that have expedited delivery.  
As negotiated on the task order level.

10c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery.  
As negotiated on the task order level.

10d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery.  
As negotiated on the task order level.

11. F.O.B. point.  
Destination

12a. Ordering address.  
Same as contractor

12b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment address.  
Same as contractor

14. Warranty provision.  
Not Applicable

15. Export packing charges, if applicable.  
Not Applicable

16. Terms and conditions of rental, maintenance, and repair are not applicable.

17. Terms and conditions of installation are not applicable.

18a. Terms and conditions of repair parts are not applicable.

18b. Terms and conditions for any other services.  
See critical information section for SIN specific information.

19. List of service and distribution points: not applicable.

20. List of participating dealers is not applicable.

21. Preventive maintenance is not applicable.
22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): not applicable.

22b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov/ www.cherokee-cnsp.com/

23. Unique Entity Identifier (UEI) number: PQNNHF72NNM6

24. Notification regarding registration in SAM.gov database: 70UT1

Service Contract Labor Standards

The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule (MAS) and all services provided. While no specific labor categories have been identified as being subject to SCLS/SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), this contract still maintains the provisions and protections for SCLS/SCA eligible labor categories. If and/or when the contractor adds SCLS/SCA labor categories to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS/SCA matrix identifying the GSA labor category titles, the occupational code, SCLS/SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.
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### LABOR CATEGORY DESCRIPTIONS

**Labor Category:** System Engineer  
**Functional Responsibility:** Provide earth observation solution (EOS) subject matter expertise for requirements gathering and CONOPS development. The Systems Engineer will develop and design a system that meets a specific set of requirements (needs) in the guidelines established by the EOS Program Manager (PM). The systems engineer will develop, design, allocate, and manage user and system level requirements, lead the development of the system architecture, evaluate design tradeoffs, balance technical risk between systems, define and assess interfaces, provide oversight of verification and validation activities.

**Minimum Education:** Bachelor's Degree  
**Minimum Experience:** 8 Years

**Labor Category:** Domain SME  
**Functional Responsibility:** Provide senior-level earth observation solution (EOS) subject matter expertise in highly specific technology applications, operations and test and evaluation environments. The Domain SME uses his senior level experience within the military or government to: Provide expert scholarly advice, inspiration and consultation to projects and professional co-workers and apply expert and highly specialized knowledge to gather facts, research and analyze data, and develop conclusions, recommendations and strategies.

**Minimum Education:** Bachelor's Degree  
**Minimum Experience:** 10 years
Labor Category: Operational Specialist
Functional Responsibility: Possess the capability to emulate threat profiles, scenarios, and equipment to support and facilitate earth observation solution (EOS) Test/Evaluation Events/Activities. The Operational Specialist (OS) performs as a Subject Matter Expert (SME). Personnel must have experience with DoD operations. Capable of developing Tactics, Techniques, and Procedures (TTPs) and threat profiles. OS’ will be expected to work closely with individuals of widely disparate backgrounds, including engineering, science, military operations, and maintenance. Tasks include developing test plans, modifying equipment, creating custom profiles, and providing technical solutions. OS’ should have experience with troubleshooting, modification, basic maintenance procedures. Perform intelligence collection, analysis, and dissemination of technologies, responsible for coordination and scenario-development during Department of Defense (DoD) technology test events, assist test and training personnel in data collection process with observation feedback during event hot washes, work with test event data-collectors to validate information collected during the event, define vulnerabilities and critical infrastructure in regards to threats, responsible for the acquisition, fabrication, modification, programming, and maintenance of equipment for test events, deploy and redeploy ground and air systems, participate in all working groups, planning meetings, conferences, and briefings as a key member of the community of interest

Minimum Education: Bachelor's Degree
Minimum Experience: 10 years’ experience plus Military UAS or RC/Hobby Flight Time, Aviation Safety and Risk analysis, Minimum SECRET Clearance but TS/SCI Clearance Desired

Labor Category: Engineer III
Functional Responsibility: Provide mid-level prototype engineering design for earth observation systems and sensor integration:
• May act as the Lead Engineer per procedure for complex projects, as assigned by their Manager.
• May drive activities of several suppliers/teaming partners.
• May be required to be a primary customer interface for a subsystem or function.
• Mentors Level I-II Systems Engineers.
• Provides direction and oversight, both technically and programmatically, to Team Engineers.
• Monitors and reports on customer satisfaction in relation to projects.

Minimum Education: Bachelor's Degree
Minimum Experience: 10 years

Labor Category: Scientist V
Functional Responsibility: Technically competent in at least two of the applicable technical disciplines. Advises on and/or performs research or other professional and scientific work. Develops mathematical models and designs computer software programs for analysis of engineering, scientific and biological systems problems. Responsible for design and oversight of field investigations, data interpretation, evaluation and design or mitigation actions, and report preparation. Develops and maintains quality assurance data to support analyses and writes technical reports and papers for publication. Participates in peer reviews of programs, in workshops, and in conferences.

Minimum Education: Bachelor's Degree
Minimum Experience: 8 years of experience. 4 year of professional experience as a senior technical/engineer/business advisor supporting complex programs.
**Labor Category**: Scientist IV  
**Functional Responsibility**: Technically competent in the applicable technical disciplines. Advises on and/or performs research or other professional and scientific work. Develops mathematical models and designs computer software programs for analysis of engineering, scientific and biological systems problems. Responsible for design and oversight of field investigations, data interpretation, evaluation and design or mitigation actions, and report preparation. Develops and maintains quality assurance data to support analyses and writes technical reports and papers for publication. Participates in peer reviews of programs, in workshops, and in conferences.  
**Minimum Education**: Bachelor's Degree  
**Minimum Experience**: 6 years of experience.

**Labor Category**: Scientist III  
**Functional Responsibility**: Technically competent in the applicable disciplines. Designs, evaluates and leads scientific, physical, and mathematical analyses for advanced development programs. Advises on and/or performs research or other professional and scientific work. Develops mathematical models and designs computer software programs for analysis of engineering and scientific systems problems. Responsible for design and oversight of field investigations, data interpretation, evaluation and design or mitigation actions, and report preparation. Develops and maintains quality assurance data to support analyses and writes technical reports and papers for publication. Participates in peer reviews of programs, in workshops, and in conferences.  
**Minimum Education**: Bachelor's Degree  
**Minimum Experience**: 4 years of experience.

**Labor Category**: Subject Matter Expert III  
**Functional Responsibility**: Provides expert earth observation solution (EOS) scholarly advice, inspiration and consultation to projects and professional co-workers. Applies expert and highly specialized knowledge to gather facts, research and analyze data, and develop conclusions, recommendations and strategies. Generally has attained very senior levels within military, government and/or industry.  
**Minimum Education**: Bachelor's Degree  
**Minimum Experience**: 8 years of experience.  
4 year of professional experience as a senior technical/engineer /business advisor supporting complex programs.

**Labor Category**: Subject Matter Expert II  
**Functional Responsibility**: Provides expert earth observation solution (EOS) scholarly advice, inspiration and consultation to projects and professional co-workers. Applies expert and highly specialized knowledge to gather facts, research and analyze data, and develop conclusions, recommendations and strategies. Generally has attained very senior levels within military, government and/or industry.  
**Minimum Education**: Bachelor's Degree or higher in a technical or business discipline.  
**Minimum Experience**: 5 years of experience. 2 year of professional experience as a senior technical/engineer /business advisor supporting complex programs.
**Labor Category:** Subject Matter Expert I  
**Functional Responsibility:** Provides expert earth observation solution (EOS) scholarly advice, inspiration and consultation to projects and professional co-workers. Applies expert and highly specialized knowledge to gather facts, research and analyze data, and develop conclusions, recommendations and strategies. Generally has attained very senior levels within military, government and/or industry.  
**Minimum Education:** Bachelor's Degree or higher in a technical or business discipline.  
**Minimum Experience:** 2 years of experience.  
1 year of professional experience as a senior technical/engineer /business advisor supporting complex programs. Advanced degree holders may qualify with shorter periods of general experience.

**Labor Category:** Intel Threat Report Analyst  
**Functional Responsibility:** Intelligence Threat Specialist shall conduct earth observation threat intelligence analyses in order to provide the most up to date configurations and threat briefs. Threat briefs shall be developed and executed IAW with specific contract requirements. Intelligence Threat Specialist shall be theater specific; theater to be identified by program office as required. Intelligence Threat Analyst are expected to have expertise in, but not limited to, the applicable area of responsibility. Intelligence analysis shall focus on threat technology, capabilities and limitations, and Tactics, Techniques, and Procedures (TTPs).  
**Responsibilities:**  
- Perform intelligence collection, analysis, and dissemination of technologies  
- Define vulnerabilities and critical infrastructure in regard to threats  
- Participate in all working groups, planning meetings, conferences, and briefings as a key member of the community of interest  
- Conduct detailed open source and classified intelligence threat analysis using computer systems to identify current and emerging threat development/employment to applicable area of responsibility.  
- Research threat technology, capabilities and limitations, and Tactics, Techniques, and Procedures (TTPs) relevant to the specified theater  
- Conduct threat intelligence analyses in order to provide the most up to date configurations and threat briefs  
- Utilize approved open source and classified computer systems to collect, analyze, and disseminate a focused threat brief to the customer  
- Threat brief will focus on key topics relevant to customer and subordinate commands and sister services the customer supports.  
**Minimum Education:** Bachelor's Degree or higher  
**Minimum Experience:** 5 years of experience.

**Labor Category:** Technical Principal/Consultant I  
**Functional Responsibility:** A recognized authority in a scientific or management field. Organizes, directs, and coordinates earth observation solution (EOS) strategic planning activities. Assists in developing goal delineation, provides guidance for building operational plans and specifying measurable outcomes to include capital outlay planning efforts in a consolidated strategic planning process and prioritizes those initiatives.  
**Minimum Education:** Bachelor's Degree in related field.  
**Minimum Experience:** 5 years of experience.
**Labor Category:** Technical Principal/Consultant II  
**Functional Responsibility:** A recognized expert in a scientific or management field. Organizes, directs, and coordinates earth observation solution (EOS) strategic planning activities. Responsible for ensuring coordination between subordinates and strategic planning functions within the organization and among policy, planning functions and appropriate Government personnel.  
**Minimum Education:** Bachelor's Degree in related field.  
**Minimum Experience:** 10 years of experience.

**Labor Category:** Technical Principal Consultant III  
**Functional Responsibility:** A recognized expert in a scientific or management field. Organizes, directs, and coordinates earth observation solution (EOS) strategic planning activities. Responsible for ensuring coordination between subordinates and strategic planning functions within the organization and among policy, planning functions and appropriate Government personnel.  
**Minimum Education:** Bachelor's Degree in related field.  
**Minimum Experience:** 15 years of experience.

**Labor Category:** Technical Writer/Editor I  
**Functional Responsibility:** Develops, writes, and edits material for earth observation reports, manuals, briefs, proposals, instruction books, and related publications. Conducts interviews with applicable sources. Organizes material and completes writing assignments with regard to order, clarity, conciseness, style, and terminology. Edits information and hardcopy documentation. Ensures proper cross-referencing occurs. Ensures the material is presented in a user-friendly manner. Ensure all applicable guidelines for indexing are followed.  
**Minimum Education:** Bachelor's Degree  
**Minimum Experience:** 0 years of experience.

**Labor Category:** Technical Writer/Editor II  
**Functional Responsibility:** Develops, writes, and edits material for earth observation reports, manuals, briefs, proposals, instruction books, and related publications. Coordinates the display of graphics. Conducts interviews with applicable sources. Researches various sources to gain knowledge on subject. Organizes material and completes writing assignments with regard to order, clarity, conciseness, style, and terminology. Possesses ability to write in various styles and to a variety of audiences (i.e., scientific, general, etc.). Edits information and hardcopy documentation. Ensures proper cross-referencing occurs. Ensures the material is presented in a user-friendly manner. Ensure all applicable guidelines for indexing are followed.  
**Minimum Education:** Bachelor's Degree  
**Minimum Experience:** 5 years of experience.

**Labor Category:** Technical Writer/Editor III  
**Functional Responsibility:** Develops, writes, and edits material for earth observation reports, manuals, briefs, proposals, instruction books, and related publications. Coordinates the display of graphics. Conducts interviews with applicable sources. Researches various sources to gain knowledge on subject. Organizes material and completes writing assignments with regard to order, clarity, conciseness, style, and terminology. Possesses ability to write in various styles and to a variety of audiences (i.e., scientific, general, etc.). Edits information and hardcopy documentation. Ensures proper cross-referencing occurs. Ensures the material is presented in a user-friendly manner. Ensure all applicable guidelines for indexing are followed. May supervise a team of writers and act in a lead capacity.  
**Minimum Education:** Bachelor's Degree  
**Minimum Experience:** 10 years of experience.
**Labor Category:** Technician I  
**Functional Responsibility:** Performs all aspects of laboratory and fieldwork under the supervision of Scientists, Engineers or Project Managers including investigations, surveying, systems maintenance, monitoring and validation testing, and information systems management directly related to engineering or scientific support services, documentation, and engineering studies. Supports scientific and engineering staff in sampling and analysis services to support the client mission. Performs office and fieldwork with supervision.  
**Minimum Education:** Associates Degree  
**Minimum Experience:** 2 years of experience.

**Labor Category:** Technician II  
**Functional Responsibility:** Performs all aspects of laboratory and fieldwork under the supervision of Scientists, Engineers or Project Managers including investigations, surveying, systems maintenance, monitoring and validation testing, and information systems management directly related to engineering or scientific support services, documentation, and engineering studies. Supports scientific and engineering staff in sampling and analysis services to support the client mission. Develops, writes, and edits material for reports, manuals, briefs, instruction books, catalogs and technical and administrative publications. Performs office and fieldwork with limited supervision.  
**Minimum Education:** Associates Degree  
**Minimum Experience:** 4 years of experience.

**Labor Category:** Technician III  
**Functional Responsibility:** Performs all aspects of laboratory and fieldwork under the supervision of Scientists, Engineers or Project Managers including investigations, surveying, systems maintenance, monitoring and validation testing, and information systems management directly related to engineering or scientific support services, documentation, and engineering studies. Supports scientific and engineering staff in sampling and analysis services to support the client mission. Develops, writes, and edits material for reports, manuals, briefs, instruction books, catalogs and technical and administrative publications. Performs office and fieldwork with limited supervision.  
**Minimum Education:** Associate's Degree  
**Minimum Experience:** 6 years of experience.

**Labor Category:** Scientist VI  
**Functional Responsibility:** Acts in a lead capacity and is technically competent in at least three of the following technical disciplines: anthropology, archaeology, biology (botanist, terrestrial, aquatic, wildlife, marine, micro, fisheries, and wetlands), chemical sciences (inorganic, organic, analytical, and geochemical), climatology, computer science, ecological, environmental, biophysical, cryospheric, geology, geography, hydrological, limnological, meteorology, oceanographic, pharmacological, physics, soils, statistical, toxicological, water resources, and zoological sciences. Designs, evaluates and leads scientific, physical, and mathematical analyses for advanced development programs. Advises on and/or performs research or other professional and scientific work. Develops mathematical models and designs computer software programs for analysis of engineering, scientific and biological systems problems. Responsible for design and oversight of field investigations, data interpretation, evaluation and design or mitigation actions, and report preparation. Develops and maintains quality assurance data to support analyses and writes technical reports and papers for publication. Participates in peer reviews of programs, in workshops, and in conferences.  
**Minimum Education:** Bachelor's Degree  
**Minimum Experience:** 10 years of experience.
**Labor Category:** Scientist I  
**Functional Responsibility:** Technically competent in at least one of the following technical disciplines: anthropology, archaeology, biology (botanist, terrestrial, aquatic, wildlife, marine, micro, fisheries, and wetlands), chemical sciences (inorganic, organic, analytical, and geochemical), climatology, computer science, ecological, environmental, biophysical, cryospheric, geology, geography, hydrological, limnological, meteorology, oceanographic, pharmacological, physics, soils, statistical, toxicological, water resources, and zoological sciences. Complies studies and summarizes mathematical, physical and scientific data from testing and evaluation reports. Prepares findings for supervisory reviews. Performs basic mathematical computations and applies computerized formulas to test and verify results. Compiles materials for summary reports and presentations.  
**Minimum Education:** Bachelor's Degree  
**Minimum Experience:** 0 years of experience.

**Labor Category:** Scientist II  
**Functional Responsibility:** Technically competent in at least one of the following technical disciplines: anthropology, archaeology, biology (botanist, terrestrial, aquatic, wildlife, marine, micro, fisheries, and wetlands), chemical sciences (inorganic, organic, analytical, and geochemical), ecological, environmental, biophysical, cryospheric, geology, geography, hydrological, limnological, meteorology, oceanographic, pharmacological, physics, soils, statistical, toxicological, water resources, and zoological sciences. Responsible for field investigations, data interpretation, evaluation and design or mitigation actions, and report preparation. Maintains quality assurance data to support analyses. Performs basic mathematical computations and applies computerized formulas to test and verify results. Compiles materials for summary reports and presentations. Responsible for field investigations, data interpretation, evaluation and design or mitigation actions, and report preparation. Maintains quality assurance data to support analyses. Performs basic mathematical computations and applies computerized formulas to test and verify results. Compiles materials for summary reports and presentations.  
**Minimum Education:** Bachelor's Degree  
**Minimum Experience:** 2 years of experience.

**Labor Category:** Program Manager I  
**Functional Responsibility:** Assists Program Manager in execution and evaluation of program performance. Prepares program development proposals in support of Program Manager. Trains, monitors and evaluates program personnel and work performance of project managers and task leaders. Provides technical oversight as needed. Researches and analyzes performance data and prepares company and program progress reports. Organizes, conducts and attends progress meetings, briefings, performance reviews with customer representatives and project team members.  
**Minimum Education:** Bachelor's Degree.  
**Minimum Experience:** 4 years of experience.
Labor Category: Program Manager II

Functional Responsibility: Responsible for all aspects of program performance. Provides overall direction to all project level activities and personnel. Solves complex technical, administrative, and managerial problems and is responsible for interfacing with customer management and technical personnel. Directs business planning efforts for engineering programs. Prepares and oversees program development proposals in response to customer requests and internal recommendations. Develops plans, organizes, coordinates and allocates staffing resources to contracted task plans and sub-task plans given contract work statements and written or verbal customer directions and other contract commitments. Selects, directs, supervises, trains, monitors and evaluates program personnel and work performance of project managers and task leaders. Regularly exercises independent judgment as well as a high level of analytical skill in solving complex and unusual technical, administrative, and managerial problems. Provides technical oversight as needed. Researches and analyzes performance data and prepares company and program progress reports. Organizes, conducts and attends progress meetings, briefings, performance reviews with customer representatives and project team members.

Minimum Education: Bachelor's Degree

Minimum Experience: 8 years of experience

Labor Category: Program Manager III

Functional Responsibility: Responsible for all aspects of program performance. Provides overall direction to all project level activities and personnel. Solves complex technical, administrative, and managerial problems and is responsible for interfacing with customer management and technical personnel. Directs business planning efforts for engineering programs. Prepares and oversees program development proposals in response to customer requests and internal recommendations. Develops plans, organizes, coordinates and allocates staffing resources to contracted task plans and sub-task plans given contract work statements and written or verbal customer directions and other contract commitments. Selects, directs, supervises, trains, monitors and evaluates program personnel and work performance of project managers and task leaders. Regularly exercises independent judgment as well as a high level of analytical skill in solving complex and unusual technical, administrative, and managerial problems. Provides technical oversight as needed. Researches and analyzes performance data and prepares company and program progress reports. Organizes, conducts and attends progress meetings, briefings, performance reviews with customer representatives and project team members.

Minimum Education: Bachelor's Degree

Minimum Experience: 12 years of experience
Labor Category: Program Manager IV  
**Functional Responsibility:** Responsible for all aspects of program performance. Provides overall direction to all project level activities and personnel. Solves complex technical, administrative, and managerial problems and is responsible for interfacing with customer management and technical personnel. Directs business planning efforts for engineering programs. Prepares and oversees program development proposals in response to customer requests and internal recommendations. Develops plans, organizes, coordinates and allocates staffing resources to contracted task plans and sub-task plans given contract work statements and written or verbal customer directions and other contract commitments. Selects, directs, supervises, trains, monitors and evaluates program personnel and work performance of project managers and task leaders. Regularly exercises independent judgment as well as a high level of analytical skill in solving complex and unusual technical, administrative, and managerial problems. Provides technical oversight as needed. Researches and analyzes performance data and prepares company and program progress reports. Organizes, conducts and attends progress meetings, briefings, performance reviews with customer representatives and project team members.  
**Minimum Education:** Bachelor's Degree  
**Minimum Experience:** 16 years of experience

Labor Category: Program Manager V  
**Functional Responsibility:** Responsible for all aspects of program performance. Provides overall direction to all project level activities and personnel. Solves complex technical, administrative, and managerial problems and is responsible for interfacing with customer management and technical personnel. Directs business planning efforts for engineering programs. Prepares and oversees program development proposals in response to customer requests and internal recommendations. Develops plans, organizes, coordinates and allocates staffing resources to contracted task plans and sub-task plans given contract work statements and written or verbal customer directions and other contract commitments. Selects, directs, supervises, trains, monitors and evaluates program personnel and work performance of project managers and task leaders. Regularly exercises independent judgment as well as a high level of analytical skill in solving complex and unusual technical, administrative, and managerial problems. Provides technical oversight as needed. Researches and analyzes performance data and prepares company and program progress reports. Organizes, conducts and attends progress meetings, briefings, performance reviews with customer representatives and project team members.  
**Minimum Education:** Bachelor's Degree  
**Minimum Experience:** 20 years of experience

Labor Category: GIS Technician I  
**Functional Responsibility:** Under direct supervision, operates computer-aided design (CAD) systems and software peripheral equipment to design, resize or modify drawings or geographical information systems (GIS) layouts in support of environmental projects. Extracts data from various GIS software programs including CAD systems and uses varying analysis methods to arrive at results. Works with engineers, CADD drafters, and technicians to deliver complex schematics and/or drawings that meets the specific needs of the project. Provides maps and data sets to supplement analysis.  
**Minimum Education:** Associates Degree  
**Minimum Experience:** 0 years of experience
**Labor Category:** GIS Technician II  
**Functional Responsibility:** Under general supervision, operates computer-aided design (CAD) systems and software peripheral equipment to design, resize or modify drawings or geographical information systems (GIS) layouts in support of projects. Extracts data from various GIS software programs including CAD systems and uses varying analysis methods to arrive at results. Works closely with engineers, CADD drafters, and technicians to deliver complex schematics and/or drawings that meets the specific needs of the project. Recommends appropriate reactionary strategies in response to GIS analysis. Provides maps and data sets to clients to supplement analysis.  
**Minimum Education:** Associates Degree  
**Minimum Experience:** 2 years of experience.

**Labor Category:** GIS Technician III  
**Functional Responsibility:** Acts in a lead capacity and operates computer-aided design (CAD) systems and software peripheral equipment to design, resize or modify drawings or geographical information systems (GIS) layouts in support of projects. Extracts data from various GIS software programs including CAD systems and uses varying analysis methods to arrive at results. Works closely with engineers, CADD drafters, and technicians to deliver complex schematics and/or drawings that meets the specific needs of the project. Recommends appropriate reactionary strategies in response to GIS analysis. Provides maps and data sets to clients to supplement analysis. Responsible for completing tasks in allocated timeframe and budget. Prepsares both graphical and narrative presentation materials and products.  
**Minimum Education:** Associates Degree  
**Minimum Experience:** 5 years of experience.

**Labor Category:** Quality Assurance Specialist I  
**Functional Responsibility:** Organizes and maintains all quality assurance documentation required. Responsible for ensuring compliance with recognized standards and practices. Reviews all documentation for completeness, accuracy, and correctness. Supports the test and integration personnel as a witness to testing requirements. Certifies that all deliverables have met all quality requirements.  
**Minimum Education:** Bachelor’s Degree  
**Minimum Experience:** 2 years of progressive working experience in engineering, science, and/or system analysis including quality assurance experience in the design, development, and modification of engineering.

**Labor Category:** Quality Assurance Specialist II  
**Functional Responsibility:** Organizes and maintains all quality assurance documentation required. Responsible for ensuring compliance with recognized standards and practices. Reviews all documentation for completeness, accuracy, and correctness. Supports the test and integration personnel as a witness to testing requirements. Certifies that all deliverables have met all quality requirements.  
**Minimum Education:** Bachelor’s Degree  
**Minimum Experience:** 5 years of progressive working experience in engineering, science, and/or system analysis including quality assurance experience in the design, development, and modification of engineering.
Labor Category: Quality Assurance Specialist III  
**Functional Responsibility:** Organizes, manages, and maintains all quality assurance documentation required. Responsible for ensuring compliance with recognized standards and practices. Reviews all documentation for completeness, accuracy, and correctness. Supports the test and integration personnel as a witness to testing requirements. Certifies that all deliverables have met all quality requirements. Responsible for reviewing contract plans and specifications and determining compliance of material and workmanship by the construction contractor, submitting daily quality assurance reports as well as written results of inspections and tests. Also responsible for assuring contractor is following quality control/assurance program.

**Minimum Education:** Bachelor’s Degree  
**Minimum Experience:** 8 years of progressive working experience in engineering, science, and/or system analysis including quality assurance experience in the design, development, and modification of engineering.

Labor Category: Researcher I  
**Functional Responsibility:** Under direct supervision, conducts field and laboratory experiments, conducts data analysis and interpretation. Makes observations and interprets results. Assists with a variety of investigations in the planning, development, and implementation of experimental procedures based on the project. Utilizes quality control and assurance processes and procedures to assure accuracy and validity of data. Participates in investigative activities in efforts to understand, predict and preserve various conditions. Prepares various solutions, reagents, media or stains for prescribed tests. Calibrates and performs routine maintenance on specialized equipment.

**Minimum Education:** Bachelor's Degree  
**Minimum Experience:** 2 years of experience.

Labor Category: Researcher II  
**Functional Responsibility:** Under general supervision, conducts field and laboratory experiments, conducts data analysis and interpretation. Makes observations and interprets results. Assists with a variety of investigations in the planning, development, and implementation of experimental procedures based on the project. Utilizes quality control and assurance processes and procedures to assure accuracy and validity of data. Participates in investigative activities in efforts to understand, predict and preserve various conditions. Prepares various solutions, reagents, media or stains for prescribed tests. Calibrates and performs routine maintenance on specialized equipment. Assists in the preparation of scientific and technical reports detailing procedures, outcomes and observations for publication.

**Minimum Education:** Bachelor's Degree  
**Minimum Experience:** 5 years of experience.

Labor Category: Researcher III  
**Functional Responsibility:** Under general supervision, conducts field and laboratory experiments, conducts extensive data analysis and interpretation. Makes detailed observations and interprets results. Conducts a variety of complex and independent investigations in the planning, development, and implementation of experimental procedures based on the project. Utilizes advanced quality control and assurance processes and procedures to assure accuracy and validity of data. Participates in investigative activities in efforts to understand, predict and preserve various conditions. Prepares scientific and technical reports detailing procedures, outcomes and observations for publication. Develops presentations regarding research procedures and results.

**Minimum Education:** Bachelor's Degree  
**Minimum Experience:** 8 years of experience.
Labor Category: Researcher IV  
**Functional Responsibility:** Acts in a lead capacity and conducts field and laboratory experiments, conducts extensive data analysis and interpretation, and integrates field models and field results. Develops and conducts a variety of complex and independent investigations in the planning, development, and implementation of experimental procedures based on the project. Develops and utilizes advanced quality control and assurance processes and procedures to assure accuracy and validity of data. Makes detailed observations, analyzes data and interprets results. Participates in investigative activities in efforts to understand, predict and preserve various conditions. Prepares scientific and technical reports detailing procedures, outcomes and observations for publication. Develops presentations regarding research procedures and results. Supervises and trains other researchers and technical personnel supporting the research effort.

**Minimum Education:** Bachelor's Degree  
**Minimum Experience:** 10 years of experience.

Labor Category: AZURE Cloud Architect/Engineer  
**Functional Responsibility:** Work with stakeholders to drive strategy, facilitate collaboration and deliver strategic planning artifacts to feed the strategic planning process. Lead architecture development focused on delivering strategic, value-driven, system designs. Deliver solution architectures to execution teams, communicating their value, and ensuring implementation success. Deliver timely, effective, easily understandable, concise technical studies and market research, develop solutions for AZURE cloud service standup, burn-in and sustainment activities, Serve as leader and subject matter expert in cloud, data analytics, and DevOps technology, provide training and customer technical workshops to drive technology adoption and active customer engagement and participation, build collaborative forums to seek forward thinking solutions and anticipate and drive positive change.

**Minimum Education:** Bachelor’s Degree  
**Minimum Experience:** 15 years of experience.

Labor Category: Technical Writer  
**Functional Responsibility:** Produces and maintains documentation related to programming, systems and user guides. Drafts and organizes documentation efforts, including online help and written user guides. Utilizes business specifications and technical data to write user documentation. Relies on limited knowledge and professional discretion to achieve goals. Works under general supervision and usually reports to a supervisor, though a certain degree of ingenuity and flexibility is required.

**Minimum Education:** Bachelor’s Degree  
**Minimum Experience:** 3 years of experience.

Labor Category: DevOps Engineer  
**Functional Responsibility:** Manages the integration of emerging technologies with existing and planned messaging programs, and ensures messaging services are accessible to all offices of the Department and to other Federal agencies. Serving in a technology support role, MSO seeks a contractor to provide services and work products including technical systems development, integration, configuration, testing, deployment, and technical project management support for new systems and maintenance of existing ones to ensure MSO can achieve its mission.

**Minimum Education:** Bachelor’s Degree  
**Minimum Experience:** 3 years of experience.
Labor Category: Senior Application Administrator
Functional Responsibility: Creates and/or maintain operating systems, communications software, data base packages, compilers, assemblers, and utility programs. Modifies existing software as well as create special purpose software to ensure efficiency and integrity within and between systems and applications. Assists with the daily activities of configuration and operation of systems. Assists with the optimizing of system operation and resource utilization, and performs system capacity analysis and planning. Aids users in accessing and using business systems.
Minimum Education: Bachelor’s Degree
Minimum Experience: 4 years of experience.

Labor Category: Senior Application Developer
Functional Responsibility: Responsible for software architecture and development. Design, develop, deploy and manage enterprise search solutions for a federal government agency. Will be implementing, configuring, and updating code surrounding cross-enclave solutions.
Minimum Education: Bachelor’s Degree
Minimum Experience: 5 years of experience.

Labor Category: Lab Engineer
Functional Responsibility: Responsible for managing and supporting the virtual and physical infrastructure for Microsoft enterprise systems in the Azure cloud and in physical servers. Responsibilities also include cross supporting the server operating systems and COTS/GOTS applications hosted within the lab environment.
Minimum Education: Bachelor’s Degree
Minimum Experience: 10 years of experience.

Labor Category: Jr. Project Manager
Functional Responsibility: Supports the management and reporting of efforts on the unclassified network. The Jr. PM will track and update schedules daily, attend agile working groups to maintain a pulse on development and implantation, and work with to assist in capturing requirements and coordinating communication on schedule, scope, and progress. To do this, the Jr. PM will be responsible on the unclassified side for working and reporting on the following tasks:
• Managing software licensing and deployment,
• Managing developers,
• Designing and making updates to PEGA, Alfresco, TAMR, and Power BI as needed,
• Creating new processes, SOP’s, and tools to manage and support the system
Minimum Education: Bachelor’s Degree
Minimum Experience: 5 years of experience.

Labor Category: Senior Consultant
Functional Responsibility: The Senior Consultant will attends scrum meetings, providing technical support to the Lead and meeting with stakeholders as needed to capture requirements, provide training, and discussing design and functionality. The Senior Consultant also assists with system development using PEGA, Alfresco, TAMR, Power BI and other tools/software as needed.
Minimum Education: Bachelor’s Degree
Minimum Experience: 5 years of experience.
**Labor Category:** Information System Security Officer (ISSO)/Scrum Master  
**Functional Responsibility:** The Scrum Master will facilitate Agile ceremonies and discussions among development and government team members, track performance measures for a team, and supports the product owner. The Scrum will assist the requirements development.  
**Minimum Education:** Bachelor’s Degree  
**Minimum Experience:** 5 years of experience.

### SUBSTITUTION CHART

<table>
<thead>
<tr>
<th>Additional Experience</th>
<th>Equates To</th>
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<tbody>
<tr>
<td>2 years</td>
<td>Associates Degree</td>
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<tr>
<td>4 years</td>
<td>Bachelor’s Degrees</td>
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<tr>
<td>6 years</td>
<td>Master’s Degree</td>
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<tr>
<td>8 years</td>
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