GENERAL SERVICES ADMINISTRATION

Federal Supply Service
Authorized Federal Supply Schedule Price List

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

GSA MULTIPLE AWARD SCHEDULE

FSC Group, Part, and Section or Standard Industrial Group (as applicable) FSC Class(es)/Product code(s) and/or Service Codes (as applicable) -

Contract number – 47QTC20D001V

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

Contract period – 11/06/2019 – 11/05/2024 (Base Period)

Contractor's name, address, and phone number - Amivero, LLC
1712 Clubhouse Road, Suite 127
Reston, VA 20190
Phone: 703-678-1748

Contractor’s internet address/web site where schedule information can be found – amivero.com

Business size – Small Business, Woman-owned Small Business (WOSB), HUBZone
Amivero, LLC is a boutique IT firm that focuses on custom application development, software and systems engineering, and innovative technical solutions.

CUSTOMER INFORMATION:

1a. Services Offered and Applicable Pricing

Amivero, LLC offers the following services under its GSA Multiple Award Schedule (MAS):

Large Category – Information Technology

Subcategory – IT Services

SIN 54151S – Information Technology (Formerly SIN 132 51 – IT Professional Services)

A description of services offered, pricing, and applicable labor category descriptions are provided within the Terms and Conditions below.

1b. N/A

1c. Labor Category Descriptions

Provided within each SIN offering below.

2. Maximum order - $500,000.00

3. Minimum order - $100.00

4. Geographic coverage (delivery area)

<table>
<thead>
<tr>
<th>SIN</th>
<th>Scope</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>W – Worldwide</td>
</tr>
<tr>
<td>OLM</td>
<td>W - Worldwide</td>
</tr>
</tbody>
</table>

5. Point(s) of production (city, county, and State or foreign country) – N/A

6. Discount from list prices or statement of net price – Price are net, initial discounts have been applied. Additional discounts may be provided at the Task Order level.

7. Quantity discounts – None
8. **Prompt payment terms** – 0.00%; Net 30

NOTE - Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

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

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

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

11a. **Time of delivery** – Negotiated at the Task Order level

11b. **Expedited Delivery** - Items available for expedited delivery are noted in this price list

11c. **Overnight and 2-day delivery** – Negotiated at the Task Order level

11d. **Urgent Requirements** – Negotiated at the Task Order level

12. **F.O.B. point(s)** – N/A

13a. **Ordering address(es)** - Amivero, LLC  
1712 Clubhouse Road, Suite 127  
Reston, VA 20190

13b. **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.

Additional Ordering Procedures for SIN 54151S, as applicable, outlined below.

14. **Payment address(es)** - Amivero, LLC  
1712 Clubhouse Road, Suite 127  
Reston, VA 20190

15. **Warranty provision** – Negotiated at the Task Order level
16. **Export packing charges, if applicable** – N/A

17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level)** – Negotiated at the Task Order level

18. **Terms and conditions of rental, maintenance, and repair (if applicable)** – N/A

19. **Terms and conditions of installation (if applicable)** – N/A

20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable)** – N/A

20a. Terms and conditions for any other services (if applicable) – Negotiated at the Task Order level.

Additional Terms and Conditions applicable to SIN 54151S outlined below.

21. **List of service and distribution points (if applicable)** – N/A

22. **List of participating dealers (if applicable)** – N/A

23. **Preventive maintenance (if applicable)** – N/A

24a. **Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants)** – N/A

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov/. – www.amivero.com

25. **Data Universal Number System (DUNS) number** – 081370414

26. **Notification regarding registration in System for Award Management (SAM) database** – current, accurate, and complete
1. **SCOPE**

   a. The prices, terms and conditions stated under Special Item Number 54151S Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Multiple Award Schedule (Large Category – Information Technology).

   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.


   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.

   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**


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 (Dec 2007) 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 Professional Services.

9. **INDEPENDENT CONTRACTOR**

All IT Professional 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 Professional 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 PROFESSIONAL SERVICES AND PRICING

OVERVIEW OF IT PROFESSIONAL SERVICES

Amivero, LLC provides full Software Development Lifecycle (SDLC) support, system/data integration, system administration, application/user support, security compliance, and subject matter expertise.
Special Item Number 54151S – IT Professional Services

<table>
<thead>
<tr>
<th>GSA IT 70 Schedule Labor Category</th>
<th>Year 1 (effective 11/06/2019)</th>
<th>Year 2 (effective 11/06/2020)</th>
<th>Year 3 (effective 11/06/2021)</th>
<th>Year 4 (effective 11/06/2022)</th>
<th>Year 5 (effective 11/06/2023)</th>
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<tbody>
<tr>
<td>Program Manager</td>
<td>$144.50</td>
<td>$148.11</td>
<td>$151.81</td>
<td>$155.61</td>
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<td>Project Manager</td>
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<td>Developer III</td>
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<td>Developer II</td>
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<td>$103.48</td>
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<td>$ 97.13</td>
<td>$ 99.56</td>
<td>$102.05</td>
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<td>Project Specialist</td>
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<td>$ 69.76</td>
<td>$ 71.50</td>
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</table>

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Functional Responsibilities</th>
<th>Minimum Education</th>
<th>Minimum Years' Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Manager</td>
<td>Managerial and technical leadership experience directing and supporting technical efforts requiring both specialized and diverse knowledge. Advanced knowledge of technical and/or engineering principals, theories and concepts to accomplish the objective of a project or system. Develops or directs development of solutions to problems. Responsible to management for effectiveness of final results. Representation as a primary contact with clients and potential clients.</td>
<td>Masters</td>
<td>3</td>
</tr>
<tr>
<td>Project Manager</td>
<td>Managerial and technical leadership experience directing and supporting technical efforts. Knowledge of technical and/or engineering principals, theories and concepts to accomplish the objective of a project or system. Develops or directs development of solutions to problems. Responsible to management for effectiveness of final results. Representation as a primary contact with clients and potential clients.</td>
<td>Bachelors</td>
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<tr>
<td>Role</td>
<td>Description</td>
<td>Degree</td>
<td>Weeks</td>
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<tr>
<td>-----------------------------</td>
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</tr>
<tr>
<td>Subject Matter Expert III</td>
<td>Provides high-level subject matter proficiency and advanced technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, training, and implementation advice on complex problems that require extensive knowledge of the subject matter for effective implementation.</td>
<td>Masters</td>
<td>2</td>
</tr>
<tr>
<td>Subject Matter Expert II</td>
<td>Provides high-level subject matter proficiency and technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, training, and implementation advice on complex problems that require knowledge of the subject matter for effective implementation.</td>
<td>Bachelors</td>
<td>5</td>
</tr>
<tr>
<td>Subject Matter Expert I</td>
<td>Provides subject matter proficiency and technical knowledge and analysis and operational environment, high-level functional systems analysis, design, integration, documentation, training, and/or implementation advice on problems that require knowledge of the subject matter for effective implementation.</td>
<td>Bachelors</td>
<td>3</td>
</tr>
<tr>
<td>Analyst III</td>
<td>Reviews, analyzes, and evaluates business systems and user needs. Documents requirements, defines scope and objectives, and formulates systems to parallel overall business strategies. Demonstrates expertise in a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. May provide consultation on complex projects and is considered to be the top level contributor/specialist. A wide degree of creativity and latitude is expected. Typically reports to a manager or head of a unit/department.</td>
<td>Bachelors</td>
<td>5</td>
</tr>
<tr>
<td>Analyst II</td>
<td>Reviews, analyzes, and evaluates business systems and user needs. Documents requirements, defines scope and objectives, and formulates systems to parallel overall business strategies. Demonstrates expertise in a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. May provide consultation on complex projects and is considered to be the top level contributor/specialist. A wide degree of creativity and latitude is expected. Typically reports to a manager or head of a unit/department.</td>
<td>Bachelors</td>
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<tr>
<td>Role</td>
<td>Description</td>
<td>Education</td>
<td>Years</td>
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<tr>
<td>--------------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
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</tr>
<tr>
<td>Analyst I</td>
<td>Reviews and analyzes business systems and user needs. Documents requirements, helps define scope and objectives. Demonstrates knowledge of a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. May provide consultation on projects and is considered to be a team contributor/specialist. A wide degree of creativity and latitude is expected. Typically reports to a manager or head of a unit/department.</td>
<td>Associates</td>
<td>3</td>
</tr>
<tr>
<td>Developer V</td>
<td>Codes software applications to adhere to designs supporting internal business requirements or external customers. Standardizes the quality assurance procedure for software. Oversees testing and develops fixes. Has knowledge of standard concepts, practices, and procedures within a particular field. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks.</td>
<td>Bachelors</td>
<td>6</td>
</tr>
<tr>
<td>Developer IV</td>
<td>Codes software applications to adhere to designs supporting internal business requirements or external customers. Standardizes the quality assurance procedure for software. Oversees testing and develops fixes. Has knowledge of standard concepts, practices, and procedures within a particular field. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks.</td>
<td>Bachelors</td>
<td>4</td>
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<tr>
<td>Developer III</td>
<td>Codes software applications to adhere to designs supporting internal business requirements or external customers. Standardizes the quality assurance procedure for software. Performs testing and develops fixes. Has knowledge of standard concepts, practices, and procedures within a particular field. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks.</td>
<td>Bachelors</td>
<td>2</td>
</tr>
<tr>
<td>Developer II</td>
<td>Codes software applications to adhere to designs supporting internal business requirements or external customers. Follows the quality assurance procedure for software. Has knowledge of standard concepts, practices, and procedures within a particular field. Performs a variety of tasks. Works under general supervision. A certain degree of creativity and latitude required. Typically reports to a project leader or manager.</td>
<td>Associates</td>
<td>4</td>
</tr>
<tr>
<td>Developer I</td>
<td>Codes software applications to adhere to designs supporting internal business requirements or external customers. Follows the quality assurance procedure for software. Has knowledge of standard concepts,</td>
<td>Associates</td>
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<tr>
<td>Position</td>
<td>Description</td>
<td>Education</td>
<td>Experience</td>
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</tr>
<tr>
<td>Engineer III</td>
<td>Identify and evaluate needs for computer hardware, software, and networking tools and manage same. Identify and resolve system issues; skilled in assessment techniques and have the ability to install any necessary upgrades to the system. Responsible for installing and supporting an entire system or may specialize in one area of the computer system, such as security infrastructure or telecommunications. Create proper documentation, diagrams, and other detailed instructions to make the best use of new technologies. Core skills include Knowing security protocols, IT systems, networking infrastructures and database systems; Working with inter-disciplinary teams to craft IT solutions; Communicating complex information to a non-technological audience; Troubleshooting technology problems.</td>
<td>Bachelors</td>
<td>5</td>
</tr>
<tr>
<td>Engineer II</td>
<td>Identify and evaluate needs for computer hardware, software, and networking tools. Identify and resolve system issues; have the ability to install any necessary upgrades to the system. Responsible for installing and supporting an entire system or may specialize in one area of the computer system, such as security infrastructure or telecommunications. Help create documentation and detailed instructions to make the best use of new technologies.</td>
<td>Bachelors</td>
<td>3</td>
</tr>
<tr>
<td>Engineer I</td>
<td>Identify and evaluate needs for computer hardware, software, and networking tools. Identify and resolve system issues; have the ability to install any necessary upgrades to the system. Responsible for installing and supporting an entire system or may specialize in one area of the computer system, such as security infrastructure or telecommunications. Help create documentation and detailed instructions to make the best use of new technologies.</td>
<td>Bachelors</td>
<td>1</td>
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<tr>
<td>Project Control Specialist</td>
<td>Provide planning functional expertise; perform production scheduling, material planning, and resource planning. Maintain, monitor, and report project/task plans, documentation, and/or schedules. Identify, communicate, and manage budget and resource issues and prioritize schedules in response to customer requirements.</td>
<td>Associates</td>
<td>2</td>
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</tbody>
</table>
**Education/Experience Trade-offs:**

Master's Degree - A Bachelor's Degree + additional two (2) years related experience OR Associate's Degree + additional five (5) years related experience

Bachelor's Degree - An Associate's Degree + additional three (3) years related experience OR a High School Diploma + additional eight (8) years related experience

Associate's Degree - A High School Diploma + additional five (5) years experience