

GENERAL SERVICES ADMINISTRATION

Federal Supply Service *Authorized Federal Supply Service 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 is available through **GSA Advantage!**[™], a menu-driven database system. The INTERNET address for **GSA Advantage!**[™] is: <http://www.GSAAdvantage.gov>.

Schedule for - Multiple Award Schedule

Federal Supply Group: Professional Services **Class :**

Contract Number: GS-00F-164CA

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

Price list current as of Modification #PA-0021 effective January 7, 2021

Contract Period: Jun. 9, 2015 to Jun. 8, 2025

Contractor: Strategic Technology Institute, Inc. (d.b.a.) STi
6000 Executive Boulevard, Suite 205
Rockville, MD 20852 3803

Business Size: Small Disadvantaged Business

In accordance with 13 C.F.R. 121.404, the Contractor is ineligible to participate in any RFQ that is set aside for small business where the subject contract's awarded size status for the preponderance NAICS designated in the RFQ is "other than small".

Telephone: (301) 770-7077

Extension:

FAX Number: (301) 881-8488

Web Site: www.sti-inc.com

E-mail: r Chopra@sti-inc.com

Contract Administration: Rakesh Chopra

CUSTOMER INFORMATION:

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

SIN		SIN Description
541330ENG		Engineering Services
541420		Industrial Design Services
541380		Testing Laboratories
611512		Flight Training
OLM		Generic NAICS Code for special SINs
541611		Administrative Management and General Management Consulting Services
611430		Professional and Management Development Training
541715		Research and Development in the Physical, Engineering, and Life Sciences (except Nanotechnology and Biotechnology)
541614SVC		Process, Physical Distribution and Logistics Consulting Services
541614		Process, Physical Distribution and Logistics Consulting Services
561210FS		Facilities Support 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:** Please see section 2f for maximum order and section 3 for minimum order.
- 1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item:** Please see section 27 for hourly rates and section 29 for description of all categories.
2. **Maximum Order:** \$1,000,000.00
 3. **Minimum Order:** \$100.00
 4. **Geographic Coverage (delivery Area):** Domestic and Overseas
 5. **Point(s) of production (city, county, and state or foreign country):** Same as company address
 6. **Discount from list prices or statement of net price:** Government net prices (discounts already deducted). See Attachment.
 7. **Quantity discounts:** None Offered
 8. **Prompt payment terms:** Net 30 days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions

9. **Foreign items (list items by country of origin):** None
- 10a. **Time of Delivery (Contractor insert number of days):** Specified on the Task Order
- 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 list that have expedited delivery: Contact Contractor
- 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: Contact Contractor
- 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: Contact Contractor
11. **F.O.B Points(s):** Destination
- 12a. **Ordering Address(es):** Same as Contractor
- 12b. **Ordering procedures: For supplies and services, the ordering procedures, information on Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3 Blanket**
13. **Payment address(es):** Same as company address
14. **Warranty provision.:** Contractor’s standard commercial warranty.
15. **Export Packing Charges (if applicable):** N/A
16. **Terms and conditions of rental, maintenance, and repair (if applicable):** N/A
17. **Terms and conditions of installation (if applicable):** N/A
- 18a. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A
- 18b. **Terms and conditions for any other services (if applicable):** N/A
19. **List of service and distribution points (if applicable):** N/A
20. **List of participating dealers (if applicable):** N/A
21. **Preventive maintenance (if applicable):** N/A
- 22a. **Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** N/A

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

23. Data Universal Numbering System (DUNS) number: 153637079

24. Notification regarding registration in System for Award Management (SAM) database: Registered

Final Pricing:

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

SIN	Awarded Labor Category	Site	Year 6	Year 7	Year 8	Year 9	Year 10
, 541330ENG, 541420, 541380, ,	Program Manager	Both	\$156.35	\$159.48	\$162.67	\$165.92	\$169.24
, 541330ENG, 541420, 541380, ,	Administrative Specialist I	Both	\$44.67	\$45.57	\$46.48	\$47.41	\$48.36
, 541330ENG, 541420, 541380, ,	Administrative Specialist II	Both	\$55.84	\$56.96	\$58.10	\$59.26	\$60.45
, 541330ENG, 541420, 541380, ,	Quality Assurance Analyst	Both	\$79.09	\$80.67	\$82.28	\$83.93	\$85.61
, 541330ENG, 541420, 541380, ,	Financial Analyst I	Both	\$67.01	\$68.35	\$69.72	\$71.11	\$72.54
, 541330ENG, 541420, 541380, ,	Financial Analyst II	Both	\$78.22	\$79.78	\$81.38	\$83.01	\$84.67
, 541330ENG, 541420, 541380, ,	Technical Writer	Both	\$80.05	\$81.65	\$83.29	\$84.95	\$86.65
, 541330ENG, 541420, 541380, ,	Logistics Specialist I	Both	\$67.01	\$68.35	\$69.72	\$71.11	\$72.54
, 541330ENG, 541420, ,	Logistics Specialist II	Both	\$78.22	\$79.78	\$81.38	\$83.01	\$84.67

541380, ,							
541330ENG, 541420, 541380, ,	Logistics Specialist III	Both	\$89.35	\$91.14	\$92.96	\$94.82	\$96.71
541330ENG, 541420, 541380, ,	Engineer I	Both	\$72.72	\$74.18	\$75.66	\$77.17	\$78.72
541330ENG, 541420, 541380, ,	Engineer II	Both	\$88.35	\$90.11	\$91.91	\$93.75	\$95.63
541330ENG, 541420, 541380, ,	Engineer III	Both	\$115.83	\$118.15	\$120.51	\$122.92	\$125.38
541330ENG, 541420, 541380, ,	Engineer IV	Both	\$135.70	\$138.42	\$141.18	\$144.01	\$146.89
541330ENG, 541420, 541380, ,	Engineer V	Both	\$164.15	\$167.44	\$170.78	\$174.20	\$177.68
541330ENG, 541420, 541380, ,	Technician I	Both	\$54.01	\$55.09	\$56.19	\$57.32	\$58.46
541330ENG, 541420, 541380, ,	Technician II	Both	\$60.76	\$61.98	\$63.22	\$64.48	\$65.77
541330ENG, 541420, 541380, ,	Technician III	Both	\$75.23	\$76.73	\$78.27	\$79.83	\$81.43
541330ENG, 541420, 541380, ,	Subject Matter Expert (SME) I	Both	\$141.10	\$143.92	\$146.80	\$149.74	\$152.73
541330ENG, 541420, 541380, ,	Subject Matter Expert (SME) II	Both	\$171.29	\$174.72	\$178.21	\$181.77	\$185.41

541614SVC, 541614, , 611430, 561210FS	Program Manager	Both	\$156.35	\$159.48	\$162.67	\$165.92	\$169.24
541614SVC, 541614, , 611430, 561210FS	Project Manager	Both	\$111.69	\$113.92	\$116.20	\$118.52	\$120.89
541614SVC, 541614, , 611430, 561210FS	Administrative Specialist I	Both	\$44.67	\$45.57	\$46.48	\$47.41	\$48.36
541614SVC, 541614, , 611430, 561210FS	Administrative Specialist II	Both	\$55.84	\$56.96	\$58.10	\$59.26	\$60.45
541614SVC, 541614, , 611430, 561210FS	Quality Assurance Manager	Both	\$98.38	\$100.34	\$102.35	\$104.40	\$106.49
541614SVC, 541614, , 611430, 561210FS	Quality Assurance Analyst	Both	\$79.09	\$80.67	\$82.28	\$83.93	\$85.61
541614SVC, 541614, , 611430, 561210FS	Financial Analyst I	Both	\$67.01	\$68.35	\$69.72	\$71.11	\$72.54
541614SVC, 541614, , 611430, 561210FS	Financial Analyst II	Both	\$78.22	\$79.78	\$81.38	\$83.01	\$84.67
541614SVC, 541614, , 611430, 561210FS	Technical Writer	Both	\$80.05	\$81.65	\$83.29	\$84.95	\$86.65
541614SVC, 541614, , 611430, 561210FS	Configuration Management Specialist	Both	\$63.66	\$64.93	\$66.23	\$67.55	\$68.90
541614SVC, 541614, , 611430, 561210FS	Junior Analyst	Both	\$73.30	\$74.77	\$76.26	\$77.79	\$79.34
541614SVC, 541614, , 611430, 561210FS	Senior Analyst	Both	\$81.02	\$82.64	\$84.29	\$85.97	\$87.69
541614SVC, 541614, , 611430, 561210FS	Acquisition Specialist I	Both	\$78.18	\$79.74	\$81.34	\$82.97	\$84.62
541614SVC, 541614,	Acquisition Specialist II	Both	\$100.52	\$102.53	\$104.58	\$106.67	\$108.80

611430, 561210FS								
541614SVC, 541614, 611430, 561210FS	Transportation Specialist I	Both	\$70.41	\$71.81	\$73.25	\$74.72	\$76.21	
541614SVC, 541614, 611430, 561210FS	Transportation Specialist II	Both	\$81.02	\$82.64	\$84.29	\$85.97	\$87.69	
541614SVC, 541614, 611430, 561210FS	Logistics Specialist I	Both	\$67.01	\$68.35	\$69.72	\$71.11	\$72.54	
541614SVC, 541614, 611430, 561210FS	Logistics Specialist II	Both	\$78.22	\$79.78	\$81.38	\$83.01	\$84.67	
541614SVC, 541614, 611430, 561210FS	Logistics Specialist III	Both	\$89.35	\$91.14	\$92.96	\$94.82	\$96.71	
541614SVC, 541614, 611430, 561210FS	Maintenance Specialist I	Both	\$54.01	\$55.09	\$56.19	\$57.32	\$58.46	
541614SVC, 541614, 611430, 561210FS	Maintenance Specialist II	Both	\$60.76	\$61.98	\$63.22	\$64.48	\$65.77	
541614SVC, 541614, 611430, 561210FS	Maintenance Specialist III	Both	\$75.23	\$76.73	\$78.27	\$79.83	\$81.43	
541614SVC, 541614, 611430, 561210FS	Supply Chain Specialist I	Both	\$57.87	\$59.03	\$60.21	\$61.41	\$62.64	
541614SVC, 541614, 611430, 561210FS	Supply Chain Specialist II	Both	\$65.58	\$66.90	\$68.23	\$69.60	\$70.99	
541614SVC, 541614, 611430, 561210FS	Supply Chain Specialist III	Both	\$79.09	\$80.67	\$82.28	\$83.93	\$85.61	
541614SVC, 541614, 611430, 561210FS	Training Specialist I	Both	\$60.76	\$61.98	\$63.22	\$64.48	\$65.77	
541614SVC, 541614, 611430,	Training Specialist II	Both	\$72.34	\$73.78	\$75.26	\$76.76	\$78.30	

561210FS								
541614SVC, 541614, , 611430, 561210FS	Training Specialist III	Both	\$82.94	\$84.60	\$86.30	\$88.02	\$89.78	
541614SVC, 541614, , 611430, 561210FS	Information Technology Engineer I	Both	\$87.77	\$89.52	\$91.31	\$93.14	\$95.00	
541614SVC, 541614, , 611430, 561210FS	Information Technology Engineer II	Both	\$135.03	\$137.73	\$140.48	\$143.29	\$146.16	
541614SVC, 541614, , 611430, 561210FS	Information Technology Engineer III	Both	\$151.42	\$154.45	\$157.54	\$160.69	\$163.90	
541614SVC, 541614, , 611430, 561210FS	Information Assurance Analyst I	Both	\$76.19	\$77.72	\$79.27	\$80.86	\$82.47	
541614SVC, 541614, , 611430, 561210FS	Information Assurance Analyst II	Both	\$132.13	\$134.78	\$137.47	\$140.22	\$143.02	
541614SVC, 541614, , 611430, 561210FS	Subject Matter Expert (SME) I	Both	\$141.10	\$143.92	\$146.80	\$149.74	\$152.73	
541614SVC, 541614, , 611430, 561210FS	Subject Matter Expert (SME) II	Both	\$171.29	\$174.72	\$178.21	\$181.77	\$185.41	
541611, 611430,	Program Manager	Both	\$156.35	\$159.48	\$162.67	\$165.92	\$169.24	
541611, 611430,	Project Manager	Both	\$111.69	\$113.92	\$116.20	\$118.52	\$120.89	
541611, 611430,	Administrative Specialist I	Both	\$44.67	\$45.57	\$46.48	\$47.41	\$48.36	
541611, 611430,	Administrative Specialist II	Both	\$55.84	\$56.96	\$58.10	\$59.26	\$60.45	
541611, 611430,	Support Specialist I	Both	\$46.68	\$47.61	\$48.57	\$49.54	\$50.53	
541611, 611430,	Support Specialist II	Both	\$57.96	\$59.12	\$60.31	\$61.51	\$62.74	
541611, 611430,	Support Specialist III	Both	\$72.91	\$74.37	\$75.86	\$77.38	\$78.92	
541611, 611430,	Analyst I	Both	\$72.05	\$73.49	\$74.96	\$76.46	\$77.98	
541611, 611430,	Analyst II	Both	\$85.07	\$86.77	\$88.50	\$90.27	\$92.08	

541611, 611430,	Analyst III	Both	\$102.62	\$104.67	\$106.77	\$108.90	\$111.08
541611, 611430,	Consultant I	Both	\$109.85	\$112.05	\$114.29	\$116.58	\$118.91
541611, 611430,	Consultant II	Both	\$126.83	\$129.36	\$131.95	\$134.59	\$137.28
541611, 611430,	Consultant III	Both	\$152.48	\$155.53	\$158.64	\$161.82	\$165.05
541611, 611430,	Subject Matter Expert (SME) I	Both	\$141.10	\$143.92	\$146.80	\$149.74	\$152.73
541611, 611430,	Subject Matter Expert (SME) II	Both	\$171.29	\$174.72	\$178.21	\$181.77	\$185.41

Service Contract Labor Standards (SCLS) Matrix

SCA Eligible Labor Category	SCA Equivalent Code Title	Wage Determination No
Administrative Specialist I	01311 - Secretary I	2015-4270
Administrative Specialist II	01312 - Secretary II	2015-4270
Maintenance Specialist I	23181 - Electronics Technician Maintenance I	2015-4270
Maintenance Specialist II	23182 - Electronics Technician Maintenance II	2015-4270
Maintenance Specialist III	23183 - Electronics Technician Maintenance III	2015-4270
Technician I	30081 - Engineering Technician I	2015-4270
Technician II	30082 - Engineering Technician II	2015-4270
Technician III	30083 - Engineering Technician III	2015-4270
Technical Writer	30463 - Technical Writer III	2015-4270

The Service Contract Labor Standards (SCLS) is applicable to this contract and it includes SCLS applicable labor categories. The prices for the indicated (**) SCLS labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS matrix. The prices awarded are in line with the geographic scope of the contract (i.e. nationwide).

Labor Category Descriptions

Professional Engineering Services (PES)

Program Manager

Functional Responsibility: Performs day-to-day management of overall contract support operations, possibly involving multiple projects and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning, scheduling and production of all contract support activities. Demonstrates written and oral communication skills. Establishes and alters (as necessary) corporate management structure to direct effective contract support activities. The Program Manager maintains and manages the client interface at the senior levels of the client organization.

Education & Experience: B.S., B.A., M.S., M.A., or MBA degree. Typically has more than 10 years experience in managing large, complex multidisciplinary projects in a task order environment. Demonstrated capability in managing multitask contracts and/or subcontracts of various types and complexity.

Project Manager

Functional Responsibility: Under the guidance of the Program Manager, the Project Manager is responsible for overall day-to-day management of assigned task order projects that incorporate teams of engineers, scientists, analysts, technicians and management professionals involved in planning, analyzing, designing, integrating, training, testing, documenting, implementing, or maintaining complex systems. The Project Manager organizes, directs, and coordinates planning and production of all activities associated with assigned task order projects. Demonstrates written and oral communication skills. The Project Manager interfaces directly with the Government Project Manager or Program manager in the management and execution of the assigned task.

Education & Experience: B.A. or B.S. degree. Typically has 8 or more years experience in managing large, complex technical efforts involving multiple facets of an engineering and technical discipline.

Administrative Specialist

Functional Responsibility: Capable of providing executive level, and/or general administrative support in all facets of administration. Works as a member of team and assists with solving complex problems.

Education & Experience: Capable of performing tasks such as typing, administration, word processing, or reception. Requires technical computer skills and ability to use word processing, spreadsheet, and presentation development software.

Possesses an Associate degree. At least 5 years of relevant work experience. Prepares required administrative documentation and reports. Coordinates and plans office administration and support. Provides administrative-type support to managers, engineers, specialists and analysts.

Quality Assurance Analyst

Functional Responsibility: Provides technical and administrative direction for personnel performing tasks, including the review of work products for correctness, adherence to the design concept and to user standards, review of program documentation to assure government standards and requirements are adhered to, and for progress in accordance with schedules. Coordinate with the Project Manager to ensure problem solution and user satisfaction. Prepare milestone status reports and deliveries/presentations on the concept to colleagues, subordinates, and end user representatives.

Education & Experience: B.S., B.A. degree, including 3 or more years experience in quality assurance analysis.

Financial Analyst

Functional Responsibility: Provides support to technical logistics analyses. Provides cost estimating, life-cycle costing, and cost benefit analyses in support of acquisition programs and other logistics analyses. Supports the development and analysis of logistics support and information technology alternatives. Assists in the development of capital plans for major logistics acquisitions. Support logistics business process reengineering studies through the development of baseline cost models and "to be" cost models. Performs "should cost" analysis and trade studies related to cost trade-off options for major systems development or procurement. Prepares acquisition milestone program documentation to support milestone decisions. Prepares budget submissions in support of major logistics acquisition programs. Monitors program funding and expenditures. Performs day-to-day management of assigned task order projects in the acquisition logistics area. Organizes, directs, and supervises other project personnel in the execution of task order activities.

Education & Experience:

Financial Analyst - B.S., B.A. degree. At least 5 years of financial analysis or management experience. Responsible for creating financial forecasts and generating ideas that will help an organization effectively manage its operations. The financial analyst can direct a team of junior analysts while working as part of a team with other senior managers.

Technical Writer

Functional Responsibility: Assists in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and reports. Edit functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents. Prepare and edits documentation incorporating information provided by the user, specialist, analyst, programmer, and management personnel.

Education & Experience: B.S., B.A. degree and at least 4 years related experience. Must have experience in developing, editing & producing technical and graphic documentation using software tools.

Logistics Specialist

Functional Responsibility: Directly supports projects through specialized logistics, mechanical and electrical/electronic equipment, supply/support, technical, analytical and/or subject matter knowledge, experience or disciplines. Plans, schedules and implements assigned logistics tasks, processes, procedures and programs. Performs logistics related technical analysis of data, specifications, requirements, technical orders, engineering change orders/proposals, processes, procedures, integrated schedules, budgets, etc. Provides recommendations and advice to project/program based on technical discipline or expert interpretation of data. Analyzes, prepares, and/or assembles data for studies; statistical models; evaluations; system requirements; engineering evaluation and other needs. Prepares or provides input to technical reports; deliverable items, summaries; briefings; technical interchange meetings; feasibility studies; preliminary/critical design reviews; and process review or team meetings. Provides a wide range of logistics support and advice on component/commodity/equipment item and supply chain management; diminishing parts; acquisition/procurement; disposition; and inventories necessary to procure and/or sustain equipment. Assists in the development of specialized tools, technical solutions, models and/or applications used during the completion of assigned tasks. Coordinates logistics activities between the government, subcontractors, and vendors.

Education & Experience:

Logistics Specialist - B.S., B.A. degree. At least 5 years experience providing logistics support. Apply logistics principles and methods to specialized logistics solutions. Perform logistics database management functions. Perform logistics inventories and related logistics functions.

Engineer

Functional Responsibility: Plans, schedules, conducts or coordinates detailed phases of the engineering or scientific work in a project or performs work that involves conventional engineering or scientific practices. Typical work may include research, development, design, testing, logistics, analysis, production, maintenance, operation, planning, estimating, application, or standardization of engineering facilities, systems, structures, software applications, firmware, processes equipment, devices, or materials. Applies knowledge of and experience with engineering principles and techniques to develop moderately complex specifications and procedures, develop and analyze designs, and evaluate technical reports. Conducts research concerned with design, manufacture and test of components, equipment and systems, including application of equipment to new uses. Creates and analyzes moderately complex engineering designs. Provide engineering support in electrical, mechanical and computer systems to improve quality, reliability, safety, and mission assurance. Verbal and written communication skills are necessary. Senior level engineer must be capable of providing technical leadership and technical management.

Education & Experience:

Engineer I – B.S. degree plus 2 years of relevant work experience is required. Able to assist senior engineer with requirement analysis and documentation.

Engineer II – B.S. degree plus 4 years of relevant work experience is required. Able to assist senior engineer with research, development, analysis and testing.

Engineer III – B.S. degree plus 8 years of relevant work experience. Alternate Education/Experience Requirement: M.S. degree plus 6 years of relevant work experience and/or PhD plus 4 years of relevant work experience is required. Work with team leaders/ engineering managers to develop and ensure standards are maintained, specifically in the areas of quality assurance.

Engineer IV – B.S. degree plus 12 years of relevant work experience is required. Alternate Education/Experience Requirement: M.S. degree plus 10 years of relevant work experience and/or PhD plus 8 years of relevant work experience is required. Able to perform advanced development, concept development and new product development. Must be capable of providing technical leadership and technical management.

Engineer V – M.S. degree (PhD preferred) and 20 or more years of experience is generally required. Direct a team in R&D, planning, concept design and operation. Responsibilities include leadership and guidance to support the growth and development of other engineering staff members. Must be capable of providing technical leadership and technical management.

Technician

Functional Responsibility: Performs a variety of activities and operations requiring application of one or more disciplines or procedures, including structural, hydraulic, pneumatic mechanics, electrical circuitry, electrical testing, electronics, computer hardware, engineering mathematics, physics, etc. to install, troubleshoot, repair, calibrate, or modify in-house electronic equipment and systems. Sets up test apparatus or devises test equipment to conduct a variety of tests (e.g., functional, operational, environmental, etc.) to evaluate performance and reliability.

Education & Experience:

Technician I - HS Diploma or equivalent and 2 years experience providing engineering support.

Technician II - AA / Certification or equivalent and 3 years experience providing engineering support. Assists in the planning and testing of electrical/mechanical components, equipment, and machinery, such as engines, instruments, controls, machines, etc. Helps prepare documentation and cost estimates.

Technician III - B.S. degree or equivalent and 5 years experience providing engineering support. Provides technical expertise in resolving unusual or complex issues as it relates to engineering development review projects. Provides guidance to entry level engineering technicians. Provides training as requested. Assists engineer with special projects in support of testing and evaluation.

Subject Matter Expert (SME)

Functional Responsibility: Serve as functional domain experts in areas relevant to a particular project. Relevant experience includes, but is not limited to, supporting large engineering and technology projects related to the individual's subject matter expertise. Maintains knowledge in technical disciplines (e.g., electrical engineering; mechanical engineering; computer system; network engineering; etc.) with some experience. Prepares and delivers presentations to colleagues, subordinates, and government representatives. Assure the proper use of current or requested programming, and testing and documentation techniques. Produces and/or reviews technical documentation reflecting knowledge of technical areas. Documentation subjects include but are not limited to systems design, system architecture, feasibility studies, and system specifications. Provide technical, functional, logistical, acquisition or consultant expertise on advanced and state-of-the-art methods, theories, and techniques required in the investigation and solution of complex concepts, planning, design, and/or implementation problems.

Education & Experience:

Subject Matter Expert (SME) - Minimum B.S degree and 10 years as a subject matter expert in the following functional domains: Electrical Engineering, Computer Engineering, Mechanical Engineering, Aerospace Engineering, Information Systems, Logistics, Maintenance, Supply and Training or in a technical discipline. Possess the technical and operational experience to be a credible leader from task management through task execution.

Relevant work experience in design and development and management and supervision of substantive hardware/software development and systems analysis.

Logistics Worldwide (LOGWORLD)

Program Manager

Functional Responsibility: Performs day-to-day management of overall contract support operations, possibly involving multiple projects and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning, scheduling and production of all contract support activities. Demonstrates written and oral communication skills. Establishes and alters (as necessary) corporate management structure to direct effective contract support activities. The Program Manager maintains and manages the client interface at the senior levels of the client organization.

Education & Experience: B.S., B.A. At least 10 years experience in managing large, complex multidisciplinary projects in a task order environment. Demonstrated capability in managing multitask contracts and/or subcontracts of various types and complexity.

Project Manager

Functional Responsibility: Under the guidance of the Program Manager, the Project Manager is responsible for overall day-to-day management of assigned task order projects that incorporate teams of engineers, scientists, analysts, technicians and management professionals involved in planning, analyzing, designing, integrating, training, testing, documenting, implementing, or maintaining complex systems. The Project Manager organizes, directs, and coordinates planning and production of all activities associated with assigned task order projects. Demonstrates written and oral communication skills. The Project Manager interfaces directly with the Government Project Manager or Program manager in the management and execution of the assigned task.

Education & Experience: B.A. or B.S. degree. At least 8 or more years experience in managing large, complex technical efforts involving multiple facets of an engineering and technical discipline.

Administrative Specialist

Functional Responsibility: Capable of providing executive level, and/or general administrative support in all facets of administration. Works as a member of team and assists with solving complex problems.

Education & Experience: Capable of performing tasks such as typing, administration, word processing, or reception. Requires technical computer skills and ability to use word processing, spreadsheet, and presentation development software.

Administrative Specialist I - H.S. diploma. At least 1 year of relevant work experience. Operational support skills including the preparation of correspondence, scheduling of meetings and conferences, and the oversight of daily administrative operations.

Administrative Specialist II – Associate degree. At least 5 years of relevant work experience. Prepares required administrative documentation and reports. Coordinates and plans office administration and support. Provides administrative-type support to managers, engineers, specialists and analysts.

Quality Assurance Manager

Functional Responsibility: Develops and implements quality control methodologies to ensure compliance with quality assurance standards, guidelines, and procedures in a large computer based organization. Develops and defines major and minor characteristics of quality including quality metrics and scoring parameters and determines requisite quality control resources for an actual Task Order. Establishes and maintains a process for evaluating

deliverables and associated documentation and/or assists in the evaluation. Conducts and/or participates in formal and informal reviews at pre-determined points throughout the life cycle.

Education & Experience: B.S., B.A. degree. At least 5 or more years experience in quality assurance management.

Quality Assurance Analyst

Functional Responsibility: Provides technical and administrative direction for personnel performing tasks, including the review of work products for correctness, adherence to the design concept and to user standards, review of program documentation to assure government standards and requirements are adhered to, and for progress in accordance with schedules. Coordinate with the Project Manager to ensure problem solution and user satisfaction. Prepare milestone status reports and deliveries/presentations on the concept to colleagues, subordinates, and end user representatives.

Education & Experience: B.S., B.A. degree, including 3 or more years experience in quality assurance analysis.

Financial Analyst

Functional Responsibility: Provides support to technical logistics analyses. Provides cost estimating, life-cycle costing, and cost benefit analyses in support of acquisition programs and other logistics analyses. Supports the development and analysis of logistics support and information technology alternatives. Assists in the development of capital plans for major logistics acquisitions. Support logistics business process reengineering studies through the development of baseline cost models and "to be" cost models. Performs "should cost" analysis and trade studies related to cost trade-off options for major systems development or procurement. Prepares acquisition milestone program documentation to support milestone decisions. Prepares budget submissions in support of major logistics acquisition programs. Monitors program funding and expenditures. Performs day-to-day management of assigned task order projects in the acquisition logistics area. Organizes, directs, and supervises other project personnel in the execution of task order activities.

Education & Experience:

Financial Analyst I - B.S., B.A. degree. At least 3 years of financial analysis or management experience.

Financial Analyst II - B.S., B.A. degree. At least 5 years of financial analysis or management experience.

Responsible for creating financial forecasts and generating ideas that will help an organization effectively manage its operations. The financial analyst can direct a team of junior analysts while working as part of a team with other senior managers.

Technical Writer

Functional Responsibility: Assists in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and reports. Edit functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents. Prepare and edits documentation incorporating information provided by the user, specialist, analyst, programmer, and management personnel.

Education & Experience: B.S., B.A. degree and at least 2 years related experience. Must have experience in developing, editing & producing technical and graphic documentation using software tools.

Configuration Management Specialist

Functional Responsibility: Analyzes and studies complex system requirements. Monitor development costs and schedule versus plans. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Responsible for configuration management activities including product identification, change control, status accounting, operation of the program support library, and development and monitoring of equipment/system acceptance plans. Evaluates and selects configuration management tools and standards.

Coordinate with users and systems development personnel on releases of both system-level software and applications software. Verifies the completeness and accuracy of release libraries before implementation and ensures that correct versions of programs are included in specified releases. Prepare configuration management plans and procedures.

Education & Experience: B.S., B.A. degree and at least 2 years related experience.

Junior/Senior Analyst

Functional Responsibility: Support functional domain experts in areas relevant to a particular project. Produce and/or review substantive and/or complex documentation reflecting detailed knowledge of functional areas as identified in the statement of work. Document requirements based design, cross-functional integration, feasibility studies, and functional process specifications. Analyses functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translate detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepare required documentation, including both program-level and user-level documentation. Enhance software to reduce operating time or improved performance efficiency. Develops computer software possessing a wide range of capabilities, including numerous engineering, business, and records management functions. Develops plans for automated information systems from project inception to conclusion

Education & Experience: Typical experience in one of the following disciplines: strategic systems planning, business process reengineering, facilitation, activity based costing, business case analysis, training, change management, economic analysis, operations research, statistics, market surveys, cost/benefit analysis, computer security, or other relevant social sciences, scientific, analytic, or related fields.

Junior Analyst - B.S., B.A. degree. At least 4 years related experience.

Senior Analyst - B.S., B.A. degree. At least 7 years related experience. Lead problem solving teams to develop recommendations based on data interpretation and analysis.

Acquisition Specialist

Functional Responsibility: Provides a full spectrum of acquisition logistics support to a product or system throughout its entire life-cycle. Responsibilities would include: general logistics consultation support, development, and preparation of acquisition milestone documentation, acquisition planning, development of specifications/performance-based work statements, and/or integrated logistics support plans (ILSPs). Additional responsibilities may include: performing market analyses, conducting needs assessments, configuration management support, development/management of maintenance procedures/technical manuals, and vendor management. Duties may also include conducting various logistics support analyses, to include: spares modeling, field problem analysis, reliability studies, maintainability studies, and equipment readiness analyses. Also would provide assistance in developing and monitoring program funding plans.

Education & Experience:

Acquisition Specialist I - B.S., B.A. degree. At least 4 years experience providing acquisition logistic support.

Acquisition Specialist II - B.S., B.A. degree. At least 6 years experience providing acquisition logistic support. Capable of performing day-to-day management of assigned task order projects in the acquisition area. Organizes, directs, and supervises other project personnel in the execution of task order activities.

Transportation Specialist

Functional Responsibility: Provides a full range of distribution and transportation analyses in support of Government programs. Supports the program manager by providing direct management and analytical support in distribution system analysis, development, and management; location modeling and distribution network analysis. Also provides analytical support and management of fleet planning; operations and maintenance; carrier

management and routing; and freight management (forwarding, consolidation) activities. Provides analytical support and management of distribution and transportation technologies, including tracking system analysis, design, operations, and management).

Education & Experience:

Transportation Specialist I - B.S., B.A. degree. At least 3 years experience providing transportation consulting support.

Transportation Specialist II - B.S., B.A. degree. At least 6 years experience providing transportation consulting support. Capable of performing day-to-day management of assigned task order projects in the transportation area. Organizes, directs, and supervises other project personnel in the execution of task order activities.

Logistics Specialist

Functional Responsibility: Directly supports projects through specialized logistics, mechanical and electrical/electronic equipment, supply/support, technical, analytical and/or subject matter knowledge, experience or disciplines. Plans, schedules and implements assigned logistics tasks, processes, procedures and programs. Performs logistics related technical analysis of data, specifications, requirements, technical orders, engineering change orders/proposals, processes, procedures, integrated schedules, budgets, etc. Provides recommendations and advice to project/program based on technical discipline or expert interpretation of data. Analyzes, prepares, and/or assembles data for studies; statistical models; evaluations; system requirements; engineering evaluation and other needs. Prepares or provides input to technical reports; deliverable items, summaries; briefings; technical interchange meetings; feasibility studies; preliminary/critical design reviews; and process review or team meetings. Provides a wide range of logistics support and advice on component/commodity/equipment item and supply chain management; diminishing parts; acquisition/procurement; disposition; and inventories necessary to procure and/or sustain equipment. Assists in the development of specialized tools, technical solutions, models and/or applications used during the completion of assigned tasks. Coordinates logistics activities between the government, subcontractors, and vendors.

Education & Experience:

Logistics Specialist I - B.S., B.A. degree. At least 3 years experience providing logistics support.

Logistics Specialist II - B.S., B.A. degree. At least 5 years experience providing logistics support. Apply logistics principles and methods to specialized logistics solutions. Perform logistics database management functions. Perform logistics inventories and related logistics functions.

Logistics Specialist III - B.S., B.A. degree. At least 8 years experience providing logistics support. Provides recommendations and advice to project/program based on technical discipline or expert interpretation of data. Responsible for providing guidance and leadership to ensure the execution and continuous improvement of logistics processes and systems.

Maintenance Specialist

Functional Responsibility: Performs a variety of activities and operations requiring application of one or more disciplines or procedures, including structural, hydraulic, pneumatic mechanics, electrical circuitry, electrical testing, electronics, engineering mathematics, physics, etc. to install, troubleshoot, repair, calibrate, or modify in-house electronic equipment and systems. Sets up test apparatus or devises test equipment to conduct a variety of tests (e.g., functional, operational, environmental, etc.) to evaluate performance and reliability.

Education & Experience:

Maintenance Specialist I - HS Diploma and 2 years experience providing maintenance support.

Maintenance Specialist II - AA/Certification and 3 years experience providing maintenance support. Performs a variety of service work in one or more specialized systems such as HVAC, mechanical, electrical, electronic,

hydraulics, carpentry, or machine servicing, etc. Provides direction and training to less experienced O&M Specialists.

Maintenance Specialist III - B.S. degree and 5 years experience providing maintenance support. Able to interact with vendors, customers, contractors and employees at all levels of an organization. Assists maintenance & engineering manager in planning/scheduling, and supervision for all maintenance employees, consisting of Sr. team leaders.

Supply Chain Specialist

Functional Responsibility: Manage production, planning, scheduling, Inventory Management, Purchasing Distribution. Manage supplier performance and provide resolution of supplier performance issues. Evaluate, select, contract with and manage strategic suppliers in order to meet specific goals of availability, quality, cost, and flexibility. Design and improve supply chain structures, processes and performance. Manage inventory, excess, obsolescence, and supply chain risk in this highly cyclical business. Build up and leverage commercial market intelligence in assigned products. Manage supplier performance, including supplier delivery performance and supplier shipping performance. Identify and provide resolution of supplier performance problems. Conduct extensive problem solving of supplier issues. Communicate effectively and build a professional relationship with carriers, shippers and internal/external customers to strive to exceed their total service expectations. Focus on customer satisfaction. Understand and document accounts in detail on the supplier profile screen to include, reduction of backorders, ensuring ship date accuracy, and meeting and exceeding dealer fill objectives.

Education & Experience:

Supply Chain Specialist I - B.S., B.A. degree and 2 years experience providing supply chain support.

Supply Chain Specialist II - B.S., B.A. degree and 3 years experience providing supply chain support. Responsible for managing of spare parts requirements and inventory, and tracking of parts and repairs and the resulting costs. Provides direction and training to less experienced personnel.

Supply Chain Specialist III - B.S., B.A. degree and 5 years experience providing supply chain support. Responsibilities include creating, implementing, and executing inventory management processes, and overseeing daily operations, including scheduling, planning, movement and receiving of materials.

Training Specialist

Functional Responsibility: Familiar with Instructional Systems Design Methodology. Supervises logistics training and instruction personnel and conducts research necessary to design, develop and revise logistics training courses and prepare appropriate training catalogs. Prepares all instructor materials (course outline, background material, and training aids). Prepares all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, online courses, workshops, and seminars.

Education & Experience:

Training Specialist I - B.S., B.A. degree and 3 years experience providing training support.

Training Specialist II - B.S., B.A. degree and 5 years experience providing training support. Conducts in-depth job-task analysis and/or needs assessment to determine training solutions and other performance enhancement solutions.

Training Specialist III - B.S., B.A. degree and 8 years experience providing training support. Consults with managers and various team members to develop individual training program goals, overall program objectives, and module objectives. Provides supervision and direction to training staff.

Information Technology Engineer

Functional Responsibility: Performs data maintenance for enterprise wide information systems in conformance with the Statement of Work procedures, standards, and guidelines. Conducts impact assessments on enterprise wide information systems to determine application integration potential and compatibility with the enterprise architecture. Participate in the conceptual design/redesign of data base systems and logical models for use in business systems reengineering. Provide technical guidance on corporate repository and modeling techniques in support of information systems development and maintenance. Perform information systems development, functional and data requirements analysis, systems analysis and design, programming, program design, and documentation preparation. Implements information engineering projects; and performs systems analysis; design and programming using CASE and IE tools and methods, systems planning, business information planning, and business analysis.

Education & Experience:

Information Technology Engineer I - B.S., B.A. degree and 2 years experience providing Information Technology support.

Information Technology Engineer II - B.S., B.A. degree and 5 years experience providing Information Technology support. Analyzes complex local and wide area network systems, applications, server & storage technology including planning, designing, evaluating, selecting operating systems and protocol suites and configuring communication media with the appropriate hardware/software.

Information Technology Engineer III - B.S., B.A. degree and 7 years experience providing Information Technology support. Responsible for the technical aspects and delivery of projects to ensure customer satisfaction and the successful implementation of projects. Strong leadership responsibility for a team of engineers, external vendors and/or consultants on a project.

Information Assurance Analyst

Functional Responsibility: Provide support to plan, coordinate, and implement the organization's information security. Provide support for facilitating and helping agencies identify their current security infrastructure and define future programs, design and implementation of fire-wall and other related security issues on LANs/WANs. A working knowledge of several of the following areas is required: understanding of business security practices and procedures; knowledge of current security tools; hardware/software firewalls and their implementation; different communication protocols; encryption techniques/tools; familiarity with commercial products (ex. - DNS, RSA, Smartcard, Cyber guard, BBN, Time Step), and current Internet/EC technology. Analyzes and defines security requirements for Multilevel Security (MLS) issues. Designs, develops, engineers, and implements solutions to MLS requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Performs risk analyses which also includes risk assessment.

Education & Experience:

Information Assurance Analyst I - B.S., B.A. degree and 3 years experience providing Information Technology network security support.

Information Assurance Analyst II - B.S., B.A. degree and 5 years experience providing Information Technology network security support. Strong organizational and project management skills, excellent verbal communications and written documentation skills, as well as an excellent customer service background. Extensive experience planning, building and supporting IT networks security.

Subject Matter Expert (SME)

Functional Responsibility: Serve as functional domain experts in areas relevant to a particular project. Relevant experience includes, but is not limited to, supporting large information technology projects related to the individual's subject matter expertise. Maintains knowledge in either functional domains (e.g., finance; personnel; acquisition; etc.); or technical disciplines (e.g., computer security; network engineering; etc.) with some experience.

Prepares and delivers presentations to colleagues, subordinates, and government representatives. Assure the proper use of current or requested programming, and testing and documentation techniques. Produces and/or reviews technical documentation reflecting knowledge of technical areas. Documentation subjects include but are not limited to systems design, system architecture, feasibility studies, and system specifications. Provide technical, functional, logistical, acquisition or consultant expertise on advanced and state-of-the-art methods, theories, and techniques required in the investigation and solution of complex concepts, planning, design, and/or implementation problems.

Education & Experience:

Subject Matter Expert (SME) I – B.S., B.A. degree and 6 years as a subject matter expert in the following functional domains: Acquisition, Distribution, Information Systems, Logistics, Maintenance, Supply, Training, and Transportation) or in a technical discipline.

Subject Matter Expert (SME) II - B.S., B.A. degree and 10 years as a subject matter expert in the following functional domains: Acquisition, Distribution, Information Systems, Logistics, Maintenance, Supply, Training, and Transportation) or in a technical discipline. Possess the technical and operational experience to be a credible leader from task management through task execution. Relevant work experience in design and development and management and supervision of substantive hardware/software development and systems analysis.

Mission Oriented Business Integrated Services (MOBIS)

Program Manager

Functional Responsibility: Performs day-to-day management of overall contract support operations, possibly involving multiple projects and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning, scheduling and production of all contract support activities. Demonstrates written and oral communication skills. Establishes and alters (as necessary) corporate management structure to direct effective contract support activities. The Program Manager maintains and manages the client interface at the senior levels of the client organization.

Education & Experience: B.S., or B.A. 10 years experience in managing large, complex multidisciplinary projects in a task order environment. Demonstrated capability in managing multitask contracts and/or subcontracts of various types and complexity.

Project Manager

Functional Responsibility: Under the guidance of the Program Manager, the Project Manager is responsible for overall day-to-day management of assigned task order projects that incorporate teams of consultants, analysts and management professionals involved in planning, analyzing, designing, integrating, training, testing, documenting, implementing, or maintaining complex systems. The Project Manager organizes, directs, and coordinates planning and production of all activities associated with assigned task order projects. Demonstrates written and oral communication skills. The Project Manager interfaces directly with the Government Project Manager or Program manager in the management and execution of the assigned task.

Education & Experience: B.A. or B.S. degree. 8 or more years experience in managing large, complex technical efforts involving multiple facets of an engineering and technical discipline.

Administrative Specialist

Functional Responsibility: Capable of providing executive level, and/or general administrative support in all facets of administration. Works as a member of team and assists with solving complex problems.

Education & Experience: Capable of performing tasks such as typing, administration, word processing, or reception. Requires technical computer skills and ability to use word processing, spreadsheet, and presentation development software.

Administrative Specialist I - H.S. diploma. At least 1 year of relevant work experience. Operational support skills including the preparation of correspondence, scheduling of meetings and conferences, and the oversight of daily administrative operations.

Administrative Specialist II – Associate degree. At least 5 years of relevant work experience. Prepares required administrative documentation and reports. Coordinates and plans office administration and support. Provides administrative-type support to managers, engineers, specialists and analysts.

Support Specialist

Functional Responsibility: Provides administrative, production and data collection and control support to the team. Works as a member of team and assists with solving complex problems.

Education & Experience:

Support Specialist I - Associate degree Two years of relevant work experience in the areas of data collection, production support, or document control.

Support Specialist II – Associate degree Five years of relevant work experience in the areas of data collection, production support, or document control. Identifies and resolves a wide range of tasks and enterprise deadline driven projects. Organized and deadline driven with the ability to track multiple tasks simultaneously.

Support Specialist III – Associate degree. Seven years of relevant work experience in the areas of data collection, production support, or document control. Possess excellent customer service, communication skills and time management skills. Proven ability to work independently and tenaciously pursue complex problems or projects to resolution to issues utilizing a variety of tools and intra-company resources. Oversight of daily support services operations.

Analyst

Functional Responsibility: Performs analytical assignments. Works as a member of team and assists with solving complex problems. Facilitates business process improvement via the methodical investigation, analysis, review and documentation of functional business specifications.

Education & Experience:

Analyst I - Associate degree. Three years of relevant work experience in mid-level analytical assignments.

Analyst II – Associate degree. Five years of relevant work experience in high-level analytical assignments. Define and document business process improvement needs and identify appropriate solutions.

Analyst III – Associate degree. Seven years of relevant work experience in senior-level analytical assignments. Lead problem solving teams to develop recommendations based on data interpretation and analysis.

Consultant

Functional Responsibility: Responsibilities include task performance, project assignments, mission tracking, resolutions and recommendations. Provides support in the development of solutions to address organization's challenges. Supports project objectives and helps assess the impact of business trends, policy, or standard methodologies.

Education & Experience:

Consultant I - B.S. or B.A. degree. Five years of relevant management, organizational or technical experience. Works closely with senior Management Consultants or Task Leads.

Consultant II – B.S. or B.A. degree. Seven years of relevant management, organizational or technical experience. Provides development of solutions, recommendations, or outcomes across multiple complex tasks and/or organizations.

Consultant III – B.S. or B.A. degree. Ten years of relevant management, organizational or technical experience. Provides leadership and vision to client and project teams and serves as a key facilitator between multiple teams to achieve objectives of complex efforts.

Subject Matter Expert (SME)

Functional Responsibility: Serves as functional domain experts in areas relevant to a particular project. Performs multiple complex projects in the areas of strategic planning services, decision support services, education and training development, and organizational performance support. Additional expertise includes organizational assessments, project management methodologies, process redesign and general project management.

Education & Experience:

Subject Matter Expert (SME) I – B.S., or B.A. degree and 6 years as a subject matter expert in the organizational and technical support services.

Subject Matter Expert (SME) II - B.S., B.A. degree and 10 years as a subject matter expert in the organizational and technical support services. Possess the technical and operational experience to be a credible leader from task management through task execution.