



GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

**MANAGEMENT, ORGANIZATIONAL AND BUSINESS IMPROVEMENT
SERVICES (MOBIS)**
FSC GROUP 874

| | |
|------------------|--|
| SIN 874-1 | Consulting Services |
| SIN 874-4 | Training Services |
| SIN 874-7 | Program Integration & Project Management Services |

Contract Number: **GS-02F- 0112Y**

DUNS: 02-861-9588

Period Covered by Contract: **March 30, 2012 THROUGH March 29, 2017**

Business Size: Small Disadvantaged Business/ 8(a) Certified

22nd Century Technologies, Inc.

1 Executive Drive, Suite 285

Somerset, NJ 08873

Phone: 800-517-8408

Fax: 732-537-0888

www.tscti.com

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: <http://www.gsaadvantage.gov>.

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CUSTOMER INFORMATION

- 1a. Table of awarded special item numbers
SIN 874-1 Consulting Services
SIN 874-4 Training Services
SIN 874-7 Program Integration and Program Management 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. *Please see attached pricing.*
- 1c. Description of all commercial job titles, experience, functional responsibility, and education for those types of employees or subcontractors who will perform services. *Please see attached labor category descriptions.*
2. Maximum order: *\$1,000,000.00*
3. Minimum order: *\$100.00*
4. Geographic coverage (delivery area). *Domestic delivery only to 48 contiguous States and District of Columbia D.C.*
5. Point of production: *Not applicable*
6. Discount from list prices or statement of net price: *Government prices are net.*
7. Quantity discounts: *22nd Century Technologies, Inc. is offering the following discounts:*

| | |
|------------------------------------|------------------------|
| <i>\$0-\$100,000.00</i> | <i>No discount</i> |
| <i>\$100,000.00 - \$250,000.00</i> | <i>additional 0.5%</i> |
| <i>\$250,000.00- \$500,000.00</i> | <i>additional 1%</i> |
| <i>Greater than \$500,000.00</i> | <i>additional 1.5%</i> |
8. Prompt payment terms: *0% Net 30 Days*
- 9a. Government purchase cards are accepted below the micro-purchase threshold.
- 9b. Government purchase cards are not accepted above the micro-purchase threshold.
10. Foreign items (list items by country of origin): *None*
- 11a. Time of delivery: *As required by Task Order*
- 11b. Expedited Delivery: *None*
- 11c. Overnight and 2-day delivery: *None*
- 11d. Urgent Requirements: *None*

12. F.O.B. point: *Destination*
- 13a. Ordering address: *22nd Century Technologies, Inc.
1 Executive Drive, #285
Somerset, NJ 08873*
- 13b. Ordering Procedures: *For supplies and services, the ordering procedures, information on Blanket Purchasing Agreements (BPAs), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).*
14. Payment address: *22nd Century Technologies, Inc.
1 Executive Drive, #285
Somerset, NJ 08873*
15. Warranty provision: *Not applicable*
16. Export packing charges, if applicable: *Not applicable*
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): *Contact Contractor*
18. Terms and conditions of rental, maintenance, and repair (if applicable): *Not applicable*
19. Terms and conditions of installation (if applicable): *Not applicable*
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): *Not applicable*
- 20a. Terms and conditions for any other services (if applicable): *Not applicable*
21. List of service and distribution points (if applicable): *Not applicable*
22. List of participating dealers (if applicable): *Not applicable*
23. Preventive maintenance (if applicable): *Not applicable*
- 24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: *Not applicable*
- 24b. Section 508: If applicable, Section 508 compliance information on Electronic and Information Technology (EIT) supplies and services will be addressed on a task order basis. The EIT standards can be found at www.Section508.gov.
25. Data Universal Number System (DUNS) number: *02-861-9588*
26. *22nd Century Technologies, Inc.* is registered in the Central Contractor Registration (CCR) database. *CAGE Code: 3DYY9*

MOBIS LABOR CATEGORY DESCRIPTION

1. Administrative Staff I

Minimum/General Experience: Entry level position with good typing and word skills.

Functional Responsibility: Applies fundamental concepts, processes, practices, and procedures on technical assignments. Performs work that requires practical experience and training. Work is performed under supervision. Provides direct secretarial support to an assigned manager, and may support his/her direct reports. Composes correspondence regarding administrative matters and general office policies for supervisor's approval. Prepares materials needed for conferences, correspondence, appointments, meetings, telephone calls, etc. Prepares special one-time reports, summaries, or replies to inquiries, selecting relevant information from a variety of sources such as reports, documents, correspondence, other offices, etc.

Minimum Education: High Schools Diploma

2. Administrative Staff II

Minimum/General Experience: At least two year of related hands-on experience with the specific equipment, software or other requirements specified by an actual Statement of Work or Statement of Need.

Functional Responsibility: Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Provides direct secretarial support to an assigned manager, and may support his/her direct reports. Composes correspondence regarding administrative matters and general office policies for supervisor's approval. Prepares materials needed for conferences, correspondence, appointments, meetings, telephone calls, etc. Prepares special one-time reports, summaries, or replies to inquiries, selecting relevant information from a variety of sources such as reports, documents, correspondence, other offices, etc.

Minimum Education: High School diploma or equivalent experience and training

3. Administrative Staff III

Minimum/General Experience: At least five year of related hands-on experience with the specific equipment, software or other requirements specified by an actual Statement of Work or Statement of Need.

Functional Responsibility: Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable. Provides direct secretarial support to an assigned manager, and may support his/her direct reports. Composes correspondence regarding administrative matters and general office policies for supervisor's approval. Prepares materials needed for conferences, correspondence, appointments, meetings, telephone calls, etc. Prepares special one-time reports, summaries, or replies to inquiries, selecting relevant information from a variety of sources such as reports, documents, correspondence, other offices, etc.

Minimum Education: High School diploma or equivalent experience and training

4. Administrative Staff IV

Minimum/General Experience: At least eight year of related hands-on experience with the specific equipment, software or other requirements specified by an actual Statement of Work or Statement of Need.

Functional Responsibility: Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. May supervise others. Provides direct secretarial support to an assigned manager, and may support his/her direct reports. Composes correspondence regarding administrative matters and general office policies for supervisor's approval. Prepares materials needed for conferences, correspondence, appointments, meetings, telephone calls, etc. Prepares special one-time reports, summaries, or replies to inquiries, selecting relevant information from a variety of sources such as reports, documents, correspondence, other offices, etc.

Minimum Education: High School diploma or equivalent experience and training

5. Business Consultant/ Analyst II

Minimum/General Experience: At least two year of related hands-on experience with the specific equipment, software or other requirements specified by an actual Statement of Work or Statement of Need.

Functional Responsibility: Staff professional, expert in a specific domain with general knowledge of other domains. Provides strategic guidance and influences program direction. Recommends large scale information system solutions, and assists with business integration across organizational levels. Provides program-level guidance within area of expertise and recommends domain-specific solutions and policies. Evaluates various business models including cost-benefit analysis and return on investment (ROI).

Minimum Education: : A Bachelor's degree in Business, Finance, Management, Information Systems or other related discipline. With at least four years of specialized experience, a degree is not required.

6. Business Consultant/ Analyst III

Minimum/General Experience: At least four year of related hands-on experience with the specific equipment, software or other requirements specified by an actual Statement of Work or Statement of Need.

Functional Responsibility: Staff professional, expert in a specific domain with general knowledge of other domains. Provides strategic guidance and influences program direction. Recommends large scale information system solutions and policies, and assists with business integration across organizational levels. Provides program-level guidance within area of expertise and recommends domain-specific solutions and policies. Evaluates various business models including cost-benefit analysis and return on investment (ROI). May provide guidance to less experienced Business Consultants.

Minimum Education: A Bachelor's degree in Business, Finance, Management, Information Systems or other related discipline. With a Master's Degree two years experience. With at least six years of specialized experience, a degree is not required.

7. Business Consultant/ Analyst IV

Minimum/General Experience: At least Eight year of related hands-on experience with the specific equipment, software or other requirements specified by an actual Statement of Work or Statement of Need.

Functional Responsibility: Staff professional, expert in a specific domain with general knowledge of other domains. Provides strategic guidance and influences program direction. Recommends enterprise-level solutions and policies, and assists with business integration across organizational levels. Provides program-level guidance within area of expertise and recommends domain-specific solutions and policies. Evaluates various business models including cost-benefit analysis and return on investment (ROI). May provide daily supervision and direction to other Business Consultants

Minimum Education: A Bachelor's degree in Business, Finance, Management, Information Systems or other related discipline. With a Master's Degree five years experience. With PH.D. Three years experience. With at least eight years of specialized experience, a degree is not required.

8. Financial Analyst IV

Minimum/General Experience: At least Eight year of work experience with the specific requirements specified by an actual Statement of Work or Statement of Need. Specialized experience in cost and schedule reporting, resource management, manpower allocation and resource planning.

Functional Responsibility: Performs financial management and administrative activities, such as budgeting, manpower and resource planning, and financial reporting in support of information technology projects. Evaluates existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues that would require a report and recommends solutions. Develops work breakdown structures, and prepares charts, tables, graphs, and diagrams to assist in analyzing problems.

Minimum Education: A Bachelor's degree in Accounting, Finance, Business or other related discipline.

9. Program Manager

Minimum/General Experience: Must have ten (10) years of work experience with projects involving management, organizational, business, and/or technical services which includes five (5) years of supervisory/management experience such as project planning and control.

Functional Responsibility: Manages mid size (\$30M - \$50M) and small programs (less than \$30M) involving multiple projects. Organizes, directs, and coordinates planning and production of all contract support activities. Demonstrate communications skills at all levels of management. Serve as the contractor's authorized interface with the Contracting Officer's, government management personnel, and client agency representatives. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel, and communicating policies, purposes, and goals of the organization to subordinate personnel. Responsible for overall contract performance. Under stringent time frames, assembles and recruits as necessary to perform assigned tasks. Demonstrate capability in the overall management of multi-task contracts of the size, type, and complexity as described in the Task Order.

Minimum Education: A Bachelor's degree in Business, Finance, Management, Information Systems or other related discipline.

10. System Analyst I

Minimum/General Experience: One year of systems analysis or business information systems experience.

Functional Responsibility: Provides translation of user requirements for business, engineering and other technical areas or functions into overall system designs that includes significant managerial experience. Performs studies and

analyses to develop improvements to management, organization and business applications for the advancement of quality enhancements through reengineering techniques. Provides support to complex systems analysis, design, development and testing activities. Provides assistance in performing analyses and studies - prepares reports and relevant deliverables. Works closely and coordinates with programmers to ensure proper implementation of program and system specifications. In conjunction with functional users, develops business system alternative solutions.

Minimum Education: A Bachelor's degree in Business, Finance, Management, Information Systems or other related discipline.

11. System Analyst II

Minimum/General Experience: Three years of progressive experience in systems analysis or business information systems experience.

Functional Responsibility: Provides translation of user requirements for business, engineering and other technical areas or functions into overall system designs, including significant managerial experience. Performs studies and analyses to develop improvements to management, organization and business applications for the advancement of quality enhancements through reengineering techniques. Provides support to complex systems analysis, design, development and testing activities. Performs elaborate analyses and studies. Prepares reports and gives presentations to upper management. Works independently or as a member of a team. Performs elaborate analyses and studies. Defines the problem and develops system requirements and program specifications from which programmers prepare detailed flowcharts, programs, and tests. Closely coordinates with programmers to ensure proper implementation of program and system specifications. In conjunction with functional users, develops system alternative solutions.

Minimum Education: A Bachelor's degree in Business, Finance, Management, Information Systems or other related discipline.

12. System Analyst III

Minimum/General Experience: Six years of intensive and progressive experience in systems analysis or business information systems experience.

Functional Responsibility: Performs studies and analyses to develop improvements to management, organization and business applications for the advancement of quality enhancements through reengineering techniques. Evaluates and assesses business applications for practicality and efficiency and provides recommendations on areas where productivity improvements can be achieved. Provides analytical support in the assessment of employed or proposed systems. Develops benchmarks for measuring system and subcomponent performance. Provides specialized guidance, and solutions to complex systems analysis, design, development and testing activities. Performs elaborate analyses and studies. Works independently or as a member of a team. May serve as Team Lead providing direction for personnel performing development tasks, including the review of work products for correctness, adherence to the design concept and to user standards and progress in accordance with schedules.

Minimum Education: A Bachelor's degree in Business, Finance, Management, Information Systems or other related discipline.

13. System Analyst IV

Minimum/General Experience: Ten years of intensive and progressive experience in performing computer programming and systems analysis

Functional Responsibility: Performs studies and analyses to develop improvements to management, organization and business applications for the advancement of quality enhancements through reengineering techniques. Evaluates and assesses business applications for practicality and efficiency and provides recommendations on areas where productivity improvements can be achieved. Provides analytical support in the assessment of employed or proposed systems. Develops benchmarks for measuring system and subcomponent performance. Provides guidance, and solutions to complex systems analysis, design, development and testing activities. Performs elaborate analyses and studies. Works independently or as a member of a team. May serve as Project Manager providing technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards and progress in accordance with schedules. Makes recommendations, if needed, for approval of major systems installations.

Minimum Education: A Bachelor's degree in Business, Finance, Management, Information Systems or other related discipline.

14. Project Manager I

Minimum/General Experience: One year experience as a Project Manager. Experience with projects involving management, organizational, business and/or technical services.

Functional Responsibility: Provides direction on projects from inception through completion and to provide technical and managerial assistance on all aspects of project management to comply with the technical requirements of the contract for the customer. Performs day-to-day management of assigned delivery order projects that involve teams of data processing and other business information system and management professionals who have previously been involved in analyzing, designing, integrating, testing, documenting, converting, extending and implementing automated information and systems. Demonstrates proven skills in those areas addressed by the delivery order to be managed. Organizes, directs and coordinates the planning and production of all activities associated with assigned delivery order projects. Demonstrates strong writing and oral communication skills.

Minimum Education: A Bachelor's degree in Business, Finance, Management, Information Systems or another applicable field.

15. Project Manager II

Minimum/General Experience: Three years experience as a Project Manager. Experience with projects involving management, organizational, business and/or technical services.

Functional Responsibility: Provides direction on projects from inception through completion and to provide technical and managerial assistance on all aspects of project management to comply with the technical requirements of the contract for the customer. Performs day-to-day management of assigned delivery order projects that involve teams of data processing and other business information system and management professionals who have previously been involved in analyzing, designing, integrating, testing, documenting, converting, extending and implementing automated information and systems. Demonstrates proven skills in those areas addressed by the delivery order to be managed. Organizes, directs and coordinates the planning and production of all activities associated with assigned delivery order projects. Demonstrates strong writing and oral communication skills. Under the guidance of the Program Manager, is responsible for the overall management of specific Task Orders and ensures that the solutions and schedules in the Task Order are implemented in a timely manner.

Minimum Education: A Bachelor's degree in Business, Finance, Management, Information Systems or another applicable field.

16. Project Manager III

Minimum/General Experience: Five years experience as a Project Manager. Experience with projects involving management, organizational, business and/or technical services.

Functional Responsibility: Provides direction on projects from inception through completion and to provide technical and managerial assistance on all aspects of project management to comply with the technical requirements of the contract for the customer. Performs day-to-day management of assigned delivery order projects that involve teams of data processing and other business information system and management professionals who have previously been involved in analyzing, designing, integrating, testing, documenting, converting, extending and implementing automated information and systems. Demonstrates proven skills in those areas addressed by the delivery order to be managed. Organizes, directs and coordinates the planning and production of all activities associated with assigned delivery order projects. Demonstrates strong writing and oral communication skills. Under the guidance of the Program Manager, is responsible for the overall management of specific Task Orders and ensures that the solutions and schedules in the Task Order are implemented in a timely manner.

Minimum Education: A Bachelor's degree in Business, Finance, Management, Information Systems or another applicable field. With a Master's Degree 3 years IT experience. With PH.D. 2 years of IT experience. With ten years experience, a degree is not required

17. Project Manager IV

Minimum/General Experience: Eight years experience as a Project Manager. Experience with projects involving management, organizational, business and/or technical services.

Functional Responsibility: Provides direction on projects from inception through completion and to provide technical and managerial assistance on all aspects of project management to comply with the technical requirements of the contract for the customer. Performs day-to-day management of assigned delivery order projects that involve teams of data processing and other business information system and management professionals who have previously been involved in analyzing, designing, integrating, testing, documenting, converting, extending and implementing automated information and systems. Demonstrates proven skills in those areas addressed by the delivery order to be managed. Organizes, directs and coordinates the planning and production of all activities associated with assigned delivery order projects. Demonstrates strong writing and oral communication skills. Under the guidance of the Program Manager, is responsible for the overall management of specific Task Orders and ensures that the solutions and schedules in the Task Order are implemented in a timely manner.

Minimum Education: A Bachelor's degree in Business, Finance, Management, Information Systems or another applicable field. With a Master's Degree 6 years IT experience. With PH.D. 4 years of IT experience. With twelve years experience, a degree is not required

18. Research Analyst / Scientist III

Minimum/General Experience: At least five year of work experience with the specific requirements specified by an actual Statement of Work or Statement of Need.

Functional Responsibility: Supports large specialized projects related to the individual's subject matter expertise. These personnel are renowned experts in either functional domains (e.g., finance, personnel, acquisition, medical etc.), technical disciplines (e.g., computer security, network engineering, etc.), or academic subject areas with many years of experience.

Minimum Education: A Bachelor's degree in Business, Finance, Management, Information Systems or another applicable field. With a Master's Degree three years experience. With PH.D. one year of experience. With at least eight years of specialized experience, a degree is not required

19. Research Analyst / Scientist IV

Minimum/General Experience: At least Eight year of work experience with the specific requirements specified by an actual Statement of Work or Statement of Need.

Functional Responsibility: Supports large specialized projects related to the individual's subject matter expertise. These personnel are renowned experts in either functional domains (e.g., finance, personnel, acquisition, medical etc.), technical disciplines (e.g., computer security, network engineering, etc.), or academic subject areas with many years of experience. Plans, performs engineering research, design development, and other assignments in conformance with engineering and customer specifications. Coordinates the activities of Engineers, Scientists, and Analysts assigned to specific program.

Minimum Education: A Bachelor's degree in Business, Finance, Management, Information Systems or another applicable field. With a Master's Degree five years experience. With PH.D. Three years of experience. With at least twelve years of specialized experience, a degree is not required

20. Subject matter / Domain Expert I

Minimum/General Experience: Four years of specialized experience in determining information technology effects on the organizational structure and determining the ability that IT can support/meet organizational goals.

Functional Responsibility: Confers with client management to understand the client's strategic information technology business goals and information technology strategy. Analyzes client requirements and recommends development or acquisition strategies. Assist in developing strategic plans and concepts. Demonstrate exceptional oral and written communication skills. Possess requisite knowledge and expertise so recognized in the professional community that the individual is considered "expert" in the technical/specialty area being addressed.

Minimum Education: A Bachelor's degree in Business, Finance, Management, Information Systems or another applicable field. With a Master's Degree two years experience. With at least eight years of specialized experience, a degree is not required

21. Subject matter / Domain Expert II

Minimum/General Experience: Six years of experience in determining information technology effects on the organizational structure and determining the ability that IT can support/meet organizational goals.

Functional Responsibility: Confers with client management to understand or develop the client's strategic information technology business goals, and assists in formulation of an appropriate information technology strategy. Analyzes client requirements and recommends development or acquisition strategies. Assist clients in developing strategic plans and concepts. Demonstrate exceptional oral and written communication skills. Recognize in the professional community as an "expert" in the technical/specialty area being addressed.

Minimum Education: A Bachelor's degree in Business, Finance, Management, Information Systems or another applicable field. With a Master's Degree four years experience. With PH.D. Three years of experience. With at least ten years of specialized training, a degree is not required

22. Subject matter / Domain Expert III

Minimum/General Experience: Six years of experience in determining information technology effects on the organizational structure and determining the ability that IT can support/meet organizational goals.

Functional Responsibility: Confers with client management to define the client's strategic information technology business goals, and advises in the reengineering of business processes to meet these goals. Analyzes client requirements and recommends development or acquisition strategies. Assist clients in developing strategic plans and concepts. Advise client on the impact of new legislation or new technologies that are relevant to their agency. Demonstrate exceptional oral and written communication skills. Recognize in the professional community as an "expert" in the technical/specialty area being addressed.

Minimum Education: A Master's degree in Business, Finance, Management, Information Systems or another applicable field. With Ph.D. four years of specialized experience.

23. Subject matter / Domain Expert IV

Minimum/General Experience: Eight years of experience in determining information technology effects on the organizational structure and determining the ability that IT can support/meet organizational goals.

Functional Responsibility: Confers with client executive management using line of business expertise to define the client's strategic information technology business goals, and advises in the reengineering of business processes to meet these goals. Analyzes client requirements and recommends development or acquisition strategies. Assist client in developing strategic plans and concepts. Advise client on the impact of new legislation or new technologies that are relevant to their agency. Demonstrate exceptional oral and written communication skills. Recognize in the professional community as an "expert" in the technical/specialty area being addressed.

Minimum Education: A Master's degree in Business, Finance, Management, Information Systems or another applicable field. With PH.D. six years of specialized experience.

24. Writer/Editor II

Minimum/General Experience: Two years of experience in editing documents.

Functional Responsibility: Researches, writes, and edits materials for related manuals, briefs, proposals, instructional material, catalogs, publications, and reports. Obtains data from independent observation, review with staff members, and/or studies of published materials and existing documentation.

Minimum Education: A Bachelor's degree in English, Literature, or other related discipline. With a Master's Degree one year of specialized experience. With at least nine years is specialized, a degree in to required.

25. Writer/Editor III

Minimum/General Experience: Five years of experience in editing documents.

Functional Responsibility: Researches, writes, and edits materials for related manuals, briefs, proposals, instructional material, catalogs, publications, and reports. Obtains technical data from independent observation, review with technical staff members, and/or studies of published materials and existing documentation. Interfaces with users, specialists, analysts, programmers, etc., to obtain background information of technologies, methods, and standards. Revises text and recommends changes in scope, format, and content to ensure conformance with established standards.

Minimum Education: A Bachelor's degree in English, Literature, or other related discipline. With a Master's Degree three year of specialized experience. With at least nine years is specialized, a degree is not required.

26. Writer/Editor IV

Minimum/General Experience: Eight years of experience in editing documents.

Functional Responsibility: Researches, writes, and edits materials for related manuals, briefs, proposals, instructional material, catalogs, technical publications, and reports. Obtains data from independent observation, review with staff members, and/or studies of published materials and existing documentation. Interfaces with users, specialists, analysts, programmers, etc., to obtain background business/ technical information, methods, and standards. Revises text and recommends changes in scope, format, and content to ensure conformance with established standards. May edit, standardize, or make changes to material prepared by other writers. Performs final quality assurance on all materials.

Minimum Education: A Bachelor's degree in English, Literature, or other related discipline. With a Master's Degree five year of specialized experience. With at least nine years is specialized, a degree is not required.

27. Training Specialist III

Minimum/General Experience: Five years of experience in the delivery of training instruction and services.

Functional Responsibility: Serves as lead instructor in delivering training/development programs where the subject matter or process is complex in nature. Conducts research necessary to develop, revise, or select training/development courses. Prepares training catalogs. Develops instructor materials, such as course outlines, background material, and training/development aids. Develops student materials, such as course manuals, workbooks, handouts, completion certificates, and course critique forms. Conducts formal classroom courses, workshops, seminars, and computer-based training. May formulate and provide overall direction for training/development activities within a program. Coordinates for additional functional analysts (subject matter experts) to participate in training/development as needed. May function as team leader for less experienced trainers.

Minimum Education: A Bachelor's degree from an accredited college or university in education, training or related field of study. With a Master's Degree three years experience. With PH.D. one year of experience. With at least nine years of specialized experience, a degree is not required

28. Training Specialist IV

Minimum/General Experience: Eight years of experience in the delivery of training instruction and services.

Functional Responsibility: Serves as lead instructor in delivering training and/or development programs where the subject matter or process is highly complex in nature. Formulates and provides overall direction for the training/development activities within the task. Works with functional analysts (subject matter experts), vendors, and clients to ensure that scope and depth of training/development activities are current and appropriate to client's

requirements. Develops criteria for evaluating the effectiveness of the activities. Updates course curricula and documentation on a continuous basis to ensure timeliness, relevance, and contractual compliance. Conducts formal classroom courses, workshops, seminars, and computer-based training. Formulates and provides overall direction for the training/development activities within a program. May provide daily supervision and direction to training staff. May provide consulting support on complex tasks.

Minimum Education: A Bachelor's degree from an accredited college or university in education, training or related field of study. With a Master's Degree five years experience. With PH.D. three year of experience. With at least twelve years of specialized experience, a degree is not required

AUTHORISED GSA RATES

| Proposed Labor Category | 03//30/12- 03//29/13 | 03//30/13- 03//29/14 | 03//30/14- 03//29/15 | 03//30/15- 03//29/16 | 03//30/16- 03//29/17 |
|------------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Administrative Staff I | \$25.67 | \$26.44 | \$27.23 | \$28.05 | \$28.89 |
| Administrative Staff II | \$44.43 | \$45.76 | \$47.14 | \$48.55 | \$50.01 |
| Administrative Staff III | \$59.24 | \$61.02 | \$62.85 | \$64.73 | \$66.68 |
| Administrative Staff IV | \$78.99 | \$81.36 | \$83.80 | \$86.31 | \$88.90 |
| Business Consultant II | \$64.18 | \$66.11 | \$68.09 | \$70.13 | \$72.24 |
| Business Consultant III | \$79.10 | \$81.47 | \$83.92 | \$86.43 | \$89.03 |
| Business Consultant IV | \$108.81 | \$112.07 | \$115.44 | \$118.90 | \$122.47 |
| Financial Analyst IV | \$123.42 | \$127.12 | \$130.94 | \$134.86 | \$138.91 |
| Program Manager | \$153.04 | \$157.63 | \$162.36 | \$167.23 | \$172.25 |
| System Analyst I | \$74.05 | \$76.27 | \$78.56 | \$80.92 | \$83.34 |
| System Analyst II | \$83.92 | \$86.44 | \$89.03 | \$91.70 | \$94.45 |
| System Analyst III | \$96.76 | \$99.66 | \$102.65 | \$105.73 | \$108.90 |
| System Analyst IV | \$106.52 | \$109.72 | \$113.01 | \$116.40 | \$119.89 |
| Project Manager I | \$83.92 | \$86.44 | \$89.03 | \$91.70 | \$94.45 |
| Project Manager II | \$99.72 | \$102.71 | \$105.79 | \$108.97 | \$112.24 |
| Project Manager III | \$109.60 | \$112.89 | \$116.27 | \$119.76 | \$123.36 |
| Project Manager IV | \$143.17 | \$147.47 | \$151.89 | \$156.45 | \$161.14 |
| Research Analyst / Scientist III | \$74.05 | \$76.27 | \$78.56 | \$80.92 | \$83.34 |
| Research Analyst / Scientist IV | \$148.10 | \$152.54 | \$157.12 | \$161.83 | \$166.69 |
| Subject matter / Domain Expert I | \$91.68 | \$94.43 | \$97.26 | \$100.18 | \$103.19 |
| Subject matter / Domain Expert II | \$99.72 | \$102.71 | \$105.79 | \$108.97 | \$112.24 |
| Subject matter / Domain Expert III | \$108.81 | \$112.07 | \$115.44 | \$118.90 | \$122.47 |
| Subject matter / Domain Expert IV | \$145.14 | \$149.49 | \$153.98 | \$158.60 | \$163.36 |
| Writer/Editor II | \$56.28 | \$57.97 | \$59.71 | \$61.50 | \$63.34 |
| Writer/Editor III | \$61.22 | \$63.06 | \$64.95 | \$66.90 | \$68.90 |
| Writer/Editor IV | \$93.80 | \$96.61 | \$99.51 | \$102.50 | \$105.57 |
| Training Specialist III | \$74.05 | \$76.27 | \$78.56 | \$80.92 | \$83.34 |
| Training Specialist IV | \$108.61 | \$111.87 | \$115.22 | \$118.68 | \$122.24 |