



**REDHORSE**

## **GSA MULTIPLE AWARD SCHEDULE**

### **Federal Supply Schedule**

**Category J: Security and Protection**

**Category B: Facilities**

**Contract Number: GS-07F-134GA**

*GSA Mod: A824, effective September 1, 2020*

**Contract Period: July 1, 2017 - June 30, 2022**

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: <https://www.GSAAdvantage.gov>



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## About Redhorse Corporation

Redhorse Corporation (Redhorse) provides management and technology consulting and engineering services to help our government and Fortune 500 clients meet their mission, business, security, compliance, and operational challenges – now and into the future. We partner with clients to develop solutions and create distinct customer value through a combination of talented and passionate people, proven processes, and application and integration of technology and data science. Our solutions allow clients to work smarter and gain unique insights and understanding into their organization to improve decision-making and maximize use and impact of resources across their enterprise.

**Facilities Management.** Redhorse provides technical expertise and solutions in support of integrated facilities management, energy, water, sustainability, and operational support services. These services focus on improving building performance, delivering greater efficiency, maximizing facility resource investments, and helping to build a smarter infrastructure platform for facility operations. This includes leveraging Smarter Buildings and workplace transformation (Smarter Occupancy). We collect data, perform data analysis, prepare road maps, model and assess market and business risks, and develop implementation strategies. Our services include:

- Facility planning
- Workforce Planning and needs analysis
- Integrated operations and maintenance
- Enterprise Asset Management System planning, deployment and analysis
- Reliability Centered Maintenance program development
- High performance sustainable buildings
- Smart buildings

**Security Services.** The growth of complex information technology systems coupled with increased internal and external threats to networks continue to fuel the need to provide overarching security in terms of access, confidentiality, integrity, and availability. This requires organization to develop robust system security architectures and associated controls and procedures to protect assets and systems. With our systems engineering experience coupled with qualified system security personnel, we bring together multiple disciplines to produce robust, cost-effective, and useable security solutions. Our services include:

- Identity Access Management (IAM) implementation, management, and user provisioning
- Social Network Security in the workplace – governance and policy development
- Cloud computing security program development
- Information Security Awareness program development for organizations
- Network architecture design
- Cyber security initiatives preventing, detecting, and responding to attacks

### Redhorse at a Glance

- 8(a), Service-Disabled Veteran-Owned, and Native American Owned Small Business
- Experienced Management Team
- Team of Senior-Level Subject Matter Experts
- Capabilities:
  - Management Consulting Services
  - Program Management
  - Technical and Scientific Services
  - Engineering Services
  - Financial Management Services
- Government approved accounting system
- Expertise in Government Contracting
- ISO 9001 Certified



## Customer Information

### 1a. Awarded Category Numbers:

**Facilities:**

334512(RC) Total Solution Support Products for Facilities Management Systems

561210SB(RC) Smart Buildings Systems Integrator

**Security and Protection:**

334290(RC) Security and Detection Systems

541330L(RC) Security System Integration, Design, Management, and Life Cycle Support

611430ST(RC) Security Training

OLM Order Level Materials

**1b. Labor Rates:** Please see Appendix A for Labor Rates.

**1c. Labor Category Descriptions:** Please see Appendix B for Labor Category Descriptions.

**2. Maximum Order:** SINs 334290, 541330L, and 334512 have a Maximum Order of \$250,000. SINs 611430ST and 561210SB have a Maximum Order of \$1,000,000.00.

**3. Minimum Order:** \$100.

**4. Geographic Coverage (Delivery Area):** Domestic and overseas.

**5. Point of Production:** The primary point of production is the Redhorse Corporation corporate headquarters, located in San Diego, California.

**6. Discount from List Prices:** All prices listed are net prices.

**7. Quantity Discounts:** None.

**8. Prompt Payment Terms:** No special discount is offered for prompt payment. Payment terms are net 30 days.

**9a. Acceptance of Government Credit Cards:** Government credit cards will be accepted for orders at or below the micro-purchase threshold.

**9b. Acceptance of Government Credit Cards:** Government credit cards will be accepted for orders above the micro-purchase threshold.

**10. Foreign Items:** Not applicable.

**11a. Time of Delivery:** Determine at Task Order Level.

**11b. Expedited Delivery:** Determine at Task Order Level.



**11c. Overnight and 2-Day Delivery:** None.

**11d. Urgent Requirements:** Determine at Task Order Level.

**12. F.O.B. Points(s):** Destination.

**13a. Ordering Address:** Redhorse Corporation  
Attention: Bernadine Holmes, Director of Contracts  
1370 India Street, Suite 200  
San Diego, CA 92101  
(619) 241-4609 telephone  
(619) 452-3130 facsimile  
bernadine.holmes@redhorsecorp.com

**13b. Ordering Procedures:** The ordering procedures for supplies and services, information on Blanket Purchase Agreements (BPA), and a sample BPA can be found at the GSA/FSS Schedule homepage (<http://fss.gsa.gov/schedules>).

**14. Payment Address is as Follows:**

Payment by Mail: Redhorse Corporation  
Accounting Department  
1370 India Street, Suite 200  
San Diego, CA 92101  
(619) 241-4609

Payment by Wire Transfer: City National Bank  
c/o Redhorse Corporation  
Routing Transit Number: See Invoice  
Account Number: See Invoice

**15. Warranty Provision:** Not applicable.

**16. Export Packing Charges:** Not applicable.

**17. Terms and Conditions of Government Purchase Card Acceptance:** Government commercial credit cards will be acceptable for payments. Bank account information will be shown on the invoices.

**18. Terms and Conditions of Rental, Maintenance, and Repair:** Not applicable.

**19. Terms and Conditions of Installation:** Not applicable.



**20. Terms and Conditions of Repair Parts Indicating Date of Parts Price Lists and Any Discounts from List Prices:** Not applicable.

**20a. Terms and Conditions for Any Other Services:** Not applicable.

**21. List of Service and Distribution Points:** Not applicable.

**22. List of Participating Dealers:** Not applicable.

**23. Preventive Maintenance:** Not applicable.

**24a. Special Attributes:** 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](http://www.Section508.gov):** Not applicable.

**25. Data Universal Numbering System (DUNS) Number:** 808149004.

**26. Notification regarding registration in System for Award Management (SAM) Database:** Redhorse Corporation is registered in the System for Award Management database.



## Redhorse Offering

Redhorse has provided facility and security solutions to Federal and commercial customers since our founding in 2008. Our facility management and security teams work to address some of the most difficult issues facing government leaders by providing professional staff that include asset managers, smart building integrators, building automation system specialists, infrastructure planners, personnel security specialist, physical access specialists, information security specialists, intelligence analysts, and business transformation professionals. We offer expertise in data collection, analytics, and development and management of high-performance networks to improve real-time access to data and enhance decision making and ensure secure systems.

### **334512(RC) Total Solution Support Products for Facilities Management Systems.**

Professional Security/Facility Management Services - including security consulting, training and facility management consulting.

**561210SB(RC): Smart Buildings Systems Integrator.** This SIN includes the comprehensive integration of building systems and technology using a non-proprietary and open architecture. Typical building systems to be integrated include: building automation, life safety, telecommunications, facilities management, security, energy and environmental control, HVAC, lighting, building envelope, access control, power management, cabling infrastructure/wireless, VOIP, video distribution, video surveillance, data network, etc. Typical integration functions include, but are not limited to: requirements analysis, strategic systems planning, system configuration, implementation alternatives, integration planning, system component acquisition, component integration, testing and analysis, interaction with Building Operations Centers, collection/manipulation of smart building component data, configuration management and control, design-guide development, operational training and support, monitoring, reporting and managing of the systems, and systems maintenance.

**334290(RC) Security and Detection Systems.** Ancillary Supplies and/or Services - Ancillary supplies and/or services are support supplies and/or services which are not within the scope of any other SIN on this schedule. These supplies and/or services are necessary to compliment a contractor's offerings to provide a solution to a customer requirement. This SIN may be used for orders and blanket purchase agreements that involve work or a project that is solely associated with the supplies and/or services purchased under this schedule. This SIN EXCLUDES purchases that are exclusively for supplies and/or services already available under another schedule.

### **SIN 541330L: Security System Integration, Design, Management, and Life Cycle Support.**

Services involving the security integration and/or management discipline which supports security products or systems through their life cycle. Security Systems integration and design services may include, but are not limited to those associated with the design, test, production, fielding, sustainment, improvement of cost effective security and/or protection systems including the eventual disposal or salvage of these systems. Services may include studies and analysis such as risk assessment, threat evaluation, and assessment (including resultant deliverables). Contractors may provide security or protection expertise in the pre-production or design phase of security or protection systems to ensure that the system can be supported through its life-cycle and that the



infrastructure elements necessary for operational support are identified and acquired. These services may continue through the life cycle of the system or product and may include guidance, assistance and/or operational support. This includes all necessary security management elements.

Services providing the best practices, technologies and methodologies to plan, design, manage, operate and maintain secure and protected systems, equipment, facilities and infrastructures. Agency orders may include complete turnkey operations, maintenance and support services, or components thereof as needed to ensure secure and protected systems involving personnel security, physical access, and information security, and reduce life cycle costs. Contractor personnel carrying out these activities, to include management and operating staffs, are not involved with or responsible for the core business of the customer agency placing the order.

Services providing for the design, coding, integration, testing, deploying, repair and maintenance of integrated security systems. Includes training across all platforms, enterprise wide, for the complete life cycle of the system.

Note: This SIN does not include services related to physical access control that meet the requirements of the GSA FIPS 201 Evaluation Program. Services meeting those requirements can be found under SIN 246-60-5.

**SIN 611430ST(RC) Security Training.** Emergency Preparedness and First Responder Equipment, Training and Services Includes but not limited to Continuity of Operations Planning (COOP) services, decontamination kits and showers, mass casualty containment trailers, survival/disaster and rapid deployment kits, hazardous material detection equipment and clothing, and emergency response training.



## Appendix A – Redhorse Labor Rates

	Year 1 07/01/2017 06/30/2018	Year 2 07/01/2018 06/30/2019	Year 3 07/01/2019 06/30/2020	Year 4 07/01/2020 06/30/2021	Year 5 07/01/2021 06/30/2022
<b>GSA LCAT</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
Principal II	\$253.54	\$259.62	\$265.85	\$272.23	\$278.76
Principal I	\$200.80	\$205.62	\$210.55	\$215.60	\$220.77
Program Lead	\$187.24	\$191.73	\$196.33	\$201.04	\$205.86
Business Controller	\$121.16	\$124.07	\$127.05	\$130.10	\$133.22
Senior Project Lead	\$185.36	\$189.81	\$194.37	\$199.03	\$203.81
Project Lead	\$148.48	\$152.04	\$155.69	\$159.43	\$163.26
Project Specialist	\$83.92	\$85.93	\$87.99	\$90.10	\$92.26
Subject Matter Specialist IV	\$313.77	\$321.30	\$329.01	\$336.91	\$345.00
Subject Matter Specialist III	\$276.01	\$282.63	\$289.41	\$296.36	\$303.47
Subject Matter Specialist II	\$217.91	\$223.14	\$228.50	\$233.98	\$239.60
Subject Matter Specialist I	\$175.62	\$179.83	\$184.15	\$188.57	\$193.10
Engineering Specialist IV	\$215.24	\$220.41	\$225.70	\$231.12	\$236.67
Engineering Specialist III	\$147.15	\$150.68	\$154.30	\$158.00	\$161.79
Engineering Specialist II	\$111.57	\$114.25	\$116.99	\$119.80	\$122.68
Engineering Specialist I	\$86.82	\$88.90	\$91.03	\$93.21	\$95.45
Program Analyst IV	\$171.25	\$175.36	\$179.57	\$183.88	\$188.29
Program Analyst III	\$160.61	\$164.46	\$168.41	\$172.45	\$176.59
Program Analyst II	\$110.53	\$113.18	\$115.90	\$118.68	\$121.53
Program Analyst I	\$87.30	\$89.40	\$91.55	\$93.75	\$96.00
Assessor III	\$144.47	\$147.94	\$151.49	\$155.13	\$158.85
Assessor II	\$93.96	\$96.22	\$98.53	\$100.89	\$103.31
Assessor I	\$74.04	\$75.82	\$77.64	\$79.50	\$81.41
Security Analyst IV	\$156.13	\$159.88	\$163.72	\$167.65	\$171.67
Security Analyst III	\$140.88	\$144.26	\$147.72	\$151.27	\$154.90
Security Analyst II	\$104.95	\$107.47	\$110.05	\$112.69	\$115.39
Security Analyst I	\$60.12	\$61.56	\$63.04	\$64.55	\$66.10
Facility Management Specialist IV	\$137.47	\$140.77	\$144.15	\$147.61	\$151.15
Facility Management Specialist III	\$122.10	\$125.03	\$128.03	\$131.10	\$134.25
Facility Management Specialist II	\$103.77	\$106.26	\$108.81	\$111.42	\$114.09
Facility Management Specialist I	\$83.41	\$85.41	\$87.46	\$89.56	\$91.71
Executive Assistant III	\$103.62	\$106.11	\$108.66	\$111.27	\$113.94
Executive Assistant II	\$95.30	\$97.59	\$99.93	\$102.33	\$104.79
Executive Assistant I	\$84.71	\$86.74	\$88.82	\$90.95	\$93.13
Program Support IV	\$112.86	\$115.57	\$118.34	\$121.18	\$124.09
Program Support III	\$88.55	\$90.68	\$92.86	\$95.09	\$97.37
Program Support II	\$70.09	\$71.77	\$73.49	\$75.25	\$77.06
Program Support I	\$55.99	\$57.33	\$58.71	\$60.12	\$61.56
Construction Surveillance Technician II	\$103.42	\$105.90	\$108.44	\$111.04	\$113.70



Construction Surveillance Technician I	\$90.29	\$92.46	\$94.68	\$96.95	\$99.27
On the Job Training Construction Surveillance Technician	\$76.91	\$78.75	\$80.64	\$82.57	\$84.55

## Appendix B – Redhorse Labor Category Descriptions

### Redhorse Labor Category Descriptions

#### PRINCIPAL II

**Functional Responsibility:** Senior manager responsible for the management, direction, and operation of major aspects of the business. Manages complex organizations and teams by integrating skills into client-focused, results-oriented consulting solutions. Integrates technical requirements and solutions into business process reengineering requirements and translates concepts into operational improvements and systems.

**Education/Experience Qualifications:** Bachelor’s degree and 16 years of relevant experience, or a master’s degree and 14 years of relevant experience.

#### PRINCIPAL I

**Functional Responsibility:** Manager responsible for analyzing, planning, directing, and coordinating activities of designated projects and organizations within the business. Ensures that goals and objectives of those projects and organizations are accomplished within prescribed time frames and budgets. Provides management, organizational, and process improvement services that include planning and strategies, choice analysis, performance optimization, and risk management.

**Education/Experience Qualifications:** Bachelor’s degree and 12 years of relevant experience, or a master’s degree and 10 years of relevant experience.

#### PROGRAM LEAD

**Functional Responsibility:** Directs programs to meet customer requirements. Provides overall management of budget and ensures projects and programs are executed within contract parameters. Ensures correct resources and technical approaches are applied. Ensures effective communication between and among the contract management team and the customer.

**Education/Experience Qualifications:** Bachelor’s degree and 12 years of relevant experience or a master’s degree and 10 years of relevant experience.

#### BUSINESS CONTROLLER

**Functional Responsibility:** Supports financial or contractual project requirements. Tracks budgets for multiple projects and communicates frequently internally project managers, and externally with the client regarding adherence to budgets and contract terms and conditions.

**Education/Experience Qualifications:** Bachelor’s degree and 6 years of relevant experience.



### **SENIOR PROJECT LEAD**

**Functional Responsibility:** Directs complex projects requiring integration of technical, analytical, financial, and administrative outputs. Provides management, organizational, and execution of project requirements, including planning and strategies, consulting and analysis, compliance and risk management, and management oversight.

**Education/Experience Qualifications:** Bachelor's degree and 14 years of relevant experience, or a master's degree and 12 years of relevant experience.

### **PROJECT LEAD**

**Functional Responsibility:** Directs the performance of a variety of related projects and implements project management. Responsible for ensuring high quality products and services that are delivered according to the agreed schedule and budget of the applicable task/delivery order.

**Education/Experience Qualifications:** Bachelor's degree and 10 years of relevant experience or a master's degree and 8 years of relevant experience.

### **PROJECT SPECIALIST**

**Functional Responsibility:** Manages project schedules and budgets and oversees administrative contractual requirements. Tracks deliverables and reporting requirements for multiple projects and communicates frequently with project managers regarding budgets, schedules, and contract terms and conditions. Also responsible for all invoice backup preparation and procurement and subcontract management on a project.

**Education/Experience Qualifications:** Bachelor's degree and 5 years of relevant experience or a master's degree and 3 years of relevant experience.

### **SUBJECT MATTER SPECIALIST IV**

**Functional Responsibility:** Has domain and expertise in designated field or discipline. Provides insight and advice concerning task or project strategic direction and outcomes. May contribute to the evaluation, analysis, and development of recommended solutions. Capable of planning, directing and implementing initiatives. Analyzes project requirements and develops strategic solutions and tactical plans to meet agency's needs. Applies principles and methods of the subject matter to specialized solutions. Capable of planning, directing and implementing initiatives.

**Education/Experience Qualifications:** Bachelor's degree and 20 years of relevant experience or master's degree and 18 years of relevant experience.

### **SUBJECT MATTER SPECIALIST III**

**Functional Responsibility:** Has domain and expertise in designated field or discipline. Provides insight and advice concerning task or project strategic direction and outcomes. May contribute to the evaluation, analysis, and development of recommended solutions. Capable of planning, directing and implementing initiatives. Analyzes project requirements and develops strategic



solutions and tactical plans to meet agency's needs. Applies principles and methods of the subject matter to specialized solutions. Capable of planning, directing and implementing initiatives.

**Education/Experience Qualifications:** Bachelor's degree and 16 years of relevant experience or master's degree and 14 years of relevant experience

### **SUBJECT MATTER SPECIALIST II**

**Functional Responsibility:** Has domain and expertise in designated field or discipline. Provides insight and advice concerning task or project strategic direction and outcomes. May contribute to the evaluation, analysis, and development of recommended solutions. Capable of planning, directing and implementing initiatives. Analyzes project requirements and develops strategic solutions and tactical plans to meet agency's needs. Applies principles and methods of the subject matter to specialized solutions. Capable of planning, directing and implementing initiatives.

**Education/Experience Qualifications:** Bachelor's degree and 12 years of related experience or master's degree and 10 years of relevant experience.

### **SUBJECT MATTER SPECIALIST I**

**Functional Responsibility:** Has domain and expertise in designated field or discipline. Provides insight and advice concerning task or project strategic direction and outcomes. May contribute to the evaluation, analysis, and development of recommended solutions. Capable of planning, directing and implementing initiatives. Analyzes project requirements and develops strategic solutions and tactical plans to meet agency's needs. Applies principles and methods of the subject matter to specialized solutions. Capable of planning, directing and implementing initiatives.

**Education/Experience Qualifications:** Bachelor's degree and 8 years of relevant experience or a master's degree and 6 years of relevant experience.

### **ENGINEERING SPECIALIST IV**

**Functional Responsibility:** Plans and directs complex projects requiring the integration of multiple disciplines and diverse outputs. Applies knowledge across key tasks and high impact assignments. Plans and leads technology assignments. Evaluates performance results and recommends changes affecting performance.

**Education/Experience Qualifications:** Bachelor's degree and 16 years of relevant experience, or a master's degree and 14 years of relevant experience.

### **ENGINEERING SPECIALIST III**

**Functional Responsibility:** Performs complex projects requiring the integration of multiple disciplines and diverse outputs. Applies knowledge across key tasks and high impact assignments. Supports technology assignments. Evaluates performance results and recommends changes affecting performance.



**Education/Experience Qualifications:** Bachelor's degree and 10 years of relevant experience or a master's degree and 8 years of relevant experience.

### **ENGINEERING SPECIALIST II**

**Functional Responsibility:** Assists with complex projects requiring the integration of multiple disciplines and diverse outputs. Applies knowledge across key tasks and high impact assignments. Assists with technology assignments. Supports the evaluation of performance results and recommends changes affecting performance.

**Education/Experience Qualifications:** Bachelor's degree and 6 years of relevant experience or a master's degree and 4 years of relevant experience.

### **ENGINEERING SPECIALIST I**

**Functional Responsibility:** Provides research, data collection, and analysis in support of project task requirements. Assist with technology assignments. Helps evaluate performance results and recommends changes affecting performance.

**Education/Experience Qualifications:** Bachelor's degree and 0 years of relevant experience.

### **PROGRAM ANALYST IV**

**Functional Responsibility:** Directs management analysis processes, develops solutions and strategies based on client requirements. Monitors operational activities to enhance decision making and resource allocation. Oversees the development of projects to achieve performance-based objectives. Leads research and analysis of organizational activities.

**Education/Experience Qualifications:** Bachelor's degree and 14 years of relevant experience or a master's degree and 12 years of relevant experience.

### **PROGRAM ANALYST III**

**Functional Responsibility:** Manages the analysis of processes to develop solutions and strategies based on client requirements. Analyzes operational activities to enhance decision-making and resource allocation. Conducts process improvements and develops projects to achieve performance-based objectives. Supports research and analysis of organizational activities.

**Education/Experience Qualifications:** Bachelor's degree and 10 years of relevant experience or a master's degree and 8 years of relevant experience.

### **PROGRAM ANALYST II**

**Functional Responsibility:** Applies management analysis processes to develop solutions and strategies based on client requirements. Assists in the collection and analysis of operational and performance data to support decision-making and resource allocation. Helps identify process improvements and supports the development of projects to achieve performance-based objectives. Provides integral support in research and analysis of organizational activities.



**Education/Experience Qualifications:** Bachelor's degree and 6 years of relevant or a master's degree and 4 years of relevant experience.

### **PROGRAM ANALYST I**

**Functional Responsibility:** Provides assistance to analyze processes to develop solutions and strategies based on client requirements. Supports the collection and analysis of operational and performance data. Assists with the identification of process improvements and supports the development of projects to achieve performance-based objectives. Assists integral support in research and analysis of organizational activities.

**Education/Experience Qualifications:** Bachelor's degree and 3 years of relevant experience or a master's degree and 1 years of relevant experience.

### **ASSESSOR III**

**Functional Responsibility:** Oversees organizational, program, and project investigations, studies, and evaluations to assist management in operating more efficiently and effectively. Provides research, analysts, consulting, guidance, and project management for the development and implementation of solutions.

**Education/Experience Qualifications:** Bachelor's degree and 8 years of relevant experience or a master's degree and 6 years of relevant experience.

### **ASSESSOR II**

**Functional Responsibility:** Conducts organizational, program, and project investigations, studies, and evaluations to assist management in operating more efficiently and effectively. Assists with research, analysts, consulting, guidance, and project management for the development and implementation of solutions.

**Education/Experience Qualifications:** Bachelor's degree and 4 years of relevant experience or a master's degree and 2 years of relevant experience.

### **ASSESSOR I**

**Functional Responsibility:** Supports organizational, program, and project investigations, studies, and evaluations to assist management in operating more efficiently and effectively. Helps support research, analysts, consulting, guidance, and project management for the development and implementation of solutions.

**Education/Experience Qualifications:** Bachelor's degree and zero years of relevant experience.

### **SECURITY ANALYST IV**

**Functional Responsibility:** Applies expertise on multiple complex work assignments. Leads the development of concept of operations and derives requirements, including preparation of roadmaps, development of prototypes, and scaling customized solutions. Assignments may be broad in nature, requiring analysis across customer enterprise. Ensures that essential functions



remain functioning through risk analysis, development of mitigation and residency solutions, and enhanced testing and monitoring. Provides analysis, advice, consulting, and recommendations to enhance customer or national security.

**Education/Experience Qualifications:** Bachelor's degree and 10 years of relevant experience or a master's degree and 8 years of relevant experience.

### **SECURITY ANALYST III**

**Functional Responsibility:** Provides expertise on multiple complex work assignments. Develops concept of operations and derives requirements, including preparation of roadmaps, development of prototypes, and scaling customized solutions. Assignments may be broad in nature, requiring analysis across customer enterprise. Supports essential functions remain functioning through risk analysis, development of mitigation and residency solutions, and enhanced testing and monitoring. Conducts analysis, advice, consulting, and recommendations to enhance customer or national security.

**Education/Experience Qualifications:** Bachelor's degree and 8 years of relevant experience or a master's degree and 6 years of relevant experience.

### **SECURITY ANALYST II**

**Functional Responsibility:** Applies fundamental concepts, processes, practices, and procedures on assignments. Assists with the development of concept of operations and derives requirements, including preparation of roadmaps, development of prototypes, and scaling customized solutions. Assignments may be broad in nature, requiring analysis across customer enterprise. Performs risk analysis, helps develop mitigation and residency solutions, and conducts testing and monitoring. Assists analysis, advice, consulting, and recommendations to enhance customer or national security.

**Education/Experience Qualifications:** Bachelor's degree and 4 years of relevant experience or a master's degree and 4 years of relevant experience.

### **SECURITY ANALYST I**

**Functional Responsibility:** Applies fundamental concepts, processes, practices, and procedures on assignments. Help to develop concept of operations and requirements. Supports risk analysis, development of mitigation and residency solutions, and enhanced testing and monitoring. Provides research, data collection, and analysis to enhance customer or national security.

**Education/Experience Qualifications:** Bachelor's degree and zero years of relevant experience.

### **FACILITY MANAGEMENT SPECIALIST IV**

**Functional Responsibility:** Manages all aspects of a single property or portfolio of properties including real estate, operations, and financial activities. Leads the improvement of building performance, deliver of greater efficiency, maximize facility resource investments, and help build a smarter infrastructure platform for facility operations. This includes leveraging Smarter Buildings and workplace transformation (Smarter Occupancy) to support high performance



buildings. Conducts facility planning, performance metric development, workforce planning and needs analysis, integrated operations and maintenance, enterprise Asset Management System planning, deployment and analysis, reliability centered maintenance program development, and develops and oversees the implementation of facility and infrastructure projects.

**Education/Experience Qualifications:** Bachelor's degree and 14 years of relevant experience or a master's degree and 12 years of relevant experience.

### **FACILITY MANAGEMENT SPECIALIST III**

**Functional Responsibility:** Supports the management of all aspects of a single property or portfolio of properties including real estate, operations and financial activities. Assists with the improvement of building performance, delivery of greater efficiency, maximizing facility resource investments, and helping build a smarter infrastructure platform for facility operations. Conducts facility planning, performance metric development, workforce planning and needs analysis, integrated operations and maintenance, enterprise Asset Management System planning, deployment and analysis, reliability centered maintenance program development, and develops and oversees the implementation of facility and infrastructure projects.

**Education/Experience Qualifications:** Bachelor's degree and 10 years of relevant experience or a master's degree and 8 years of relevant experience.

### **FACILITY MANAGEMENT SPECIALIST II**

**Functional Responsibility:** Provides facility management services in support of customer operational, compliance, and security requirements. Functions as member of the integrated facility support team providing assistance and data entry and retrieval in the area of configuration management, data management, operations, training, testing, transportation, reliability, and maintainability. Responsible for participating in periodic audits and systems configuration verification and maintains program data and provisioning files.

**Education/Experience Qualifications:** Bachelor's degree and 6 years of relevant experience or a master's degree and 4 years of relevant experience.

### **FACILITY MANAGEMENT SPECIALIST I**

**Functional Responsibility:** Supports operations and facility administration by maintaining related documentation including operation manuals, user guides, training materials and other system technical documentation. Assists in performing configuration management in support of engineering, security, and compliance requirements. Reviews and analyzes procedures and operations to identify and resolve various problems. Assists in coordinating the implementation of building systems and technology. Provides configuration management and other system life cycle support. Participates in planning, scheduling, and directing assigned tasks and responsibilities. Responsible for preparation of procedures, documentation, and reports.

**Education/Experience Qualifications:** Associate's degree and 2 years of relevant experience, or a bachelor's degree and zero years of relevant experience.

### **EXECUTIVE ASSISTANT III**



**Functional Responsibility:** Performs administrative support tasks of a non-routine and non-repetitive nature. Monitors projects and finances for members of an assigned functional unit. Performs professional level tasks both formal and informal requiring independent judgment, initiative and tact; determines method of collection and analysis for assigned projects; and prepares complex briefings. Coordinates administrative work within the secretarial and clerical support group. Responsible for preparing various reports, making recommendations for actions, project administration, event planning, office relocation planning, and other duties as assigned.

**Education/Experience Qualifications:** Bachelor's degree and 12 years of relevant experience or a master's degree and 10 years of relevant experience.

### **EXECUTIVE ASSISTANT II**

**Functional Responsibility:** Performs specialized administrative support tasks of a non-routine and non-repetitive nature. Monitors projects and finances for members of an assigned functional unit. Performs professional level tasks both formal and informal requiring independent judgment, initiative and tact; determines method of collection and analysis for assigned projects; and prepares complex briefings. Coordinates administrative work within the secretarial and clerical support group. Responsible for preparing various reports, making recommendations for actions, project administration, event planning, office relocation planning, and other duties as assigned.

**Education/Experience Qualifications:** Bachelor's degree and 8 years of relevant experience or a master's degree and 6 years of relevant experience.

### **EXECUTIVE ASSISTANT I**

**Functional Responsibility:** Performs specialized administrative support tasks of a non-routine and non-repetitive nature. Monitors projects and finances for members of an assigned functional unit. Performs professional level tasks both formal and informal requiring independent judgment, initiative, and tact; determines method of collection and analysis for assigned projects and prepares complex briefings. Coordinates administrative work within the secretarial and clerical support group. Responsible for preparing various reports and making recommendations for actions, project management, event planning, office relocation planning and other duties as assigned.

**Education/Experience Qualifications:** Bachelor's degree and 3 years of relevant experience or an associate's degree and 1 year of relevant experience.

### **PROGRAM SUPPORT SPECIALIST IV**

**Functional Responsibility:** Leads research, data collection, analysis, and preparation of program documentation, including technical and financial reporting and other project/program deliverables. Applies principles, practices and standards of public sector project/program management.

**Education/Experience Qualifications:** Associate's degree and 7 years of relevant experience or a bachelor's degree and 5 years of relevant experience.

### **PROGRAM SUPPORT SPECIALIST III**



**Functional Responsibility:** Conducts research, data collection, analysis, and preparation of program documentation, including technical and financial reporting and other project/program deliverables. Applies principles, practices and standards of public sector project/program management.

**Education/Experience Qualifications:** Associate's degree and 5 years of relevant experience or a bachelor's degree and 3 years of relevant experience.

### **PROGRAM SUPPORT SPECIALIST II**

**Functional Responsibility:** Assist with research, data collection, analysis, and preparation of program documentation, including technical and financial reporting and other project/program deliverables. Applies principles, practices and standards of public sector project/program management.

**Education/Experience Qualifications:** Associate's degree and 3 years of relevant experience or a bachelor's degree and 1 years of relevant experience.

### **PROGRAM SUPPORT SPECIALIST I**

**Functional Responsibility:** Assist with research, data collection, analysis, and preparation of program documentation, including technical and financial reporting and other project/program deliverables. Applies principles, practices and standards of public sector project/program management.

**Education/Experience Qualifications:** Associate's degree and zero years of relevant experience.

### **CONSTRUCTION SURVEILLANCE TECHNICIAN II**

**Functional Responsibility:** Performs surveillance for construction to deter technical penetrations and thwart unauthorized building materials and implanted technical collection devices such as eavesdropping or monitoring equipment. The Construction Surveillance Technician (CST) II provides support to facility site access controls, screening implementation, inspection procedures, and when required by the Certified Safety Personnel (CSP), monitors other construction and personnel. The CST II is preferred to have knowledge of highly complex construction and design including installation of major utilities and must have DOS (SE-630) Construction Surveillance Technician certification.

**Education/Experience Qualifications:** Bachelor's degree and 10 years of relevant experience is preferred.

### **CONSTRUCTION SURVEILLANCE TECHNICIAN I**

**Functional Responsibility:** Performs surveillance for construction to deter technical penetrations and thwart unauthorized building materials and implanted technical collection devices such as eavesdropping or monitoring equipment. The CST I provides support to facility site access controls, screening implementation, inspection procedures and when required by the Certified Safety Personnel (CSP), monitors other construction and personnel. The CST I is



preferred to have knowledge of construction and design and must have DOS (SE-630) Construction Surveillance Technician certification.

**Education/Experience Qualifications:** Bachelor’s degree and 5 years of relevant experience is preferred.

**ON THE JOB TRAINING CONSTRUCTION SURVEILLANCE TECHNICIAN**

**Functional Responsibility:** Under general supervision and guidance, the OJT OST trains how to surveil construction to deter technical penetrations and thwart unauthorized building materials and implanted technical collection devices such as eavesdropping or monitoring equipment. The OJT CST also provides assistance to support facility site access controls, screening implementation and inspection procedure, and have basic knowledge of construction and design. It is preferred that the OJT OST have a DOS (SE-630) Construction Surveillance Technician certification.

**Education/Experience Qualifications:** Associate's degree and 0-1 year experience is preferred.

**Labor Category Substitutions Information**

Redhorse’s labor categories provide for substituting experience for minimum education requirements and substituting educational degrees for years of experience. The table below presents the general substitutions based on the education and experience of the labor categories in the pricelist. Experience should be professional and job related, however it does not have to be specific to the project to be accomplished. However, if a degree is used in place of experience, the degree should be related to the project or task. These substitutions are applicable for all Redhorse labor categories.

Degree	Degree and Experience Substitution	Related Experience Substitution
Associate’s	2 Years	2 Years
Bachelor’s	Associate’s + 2 Years	4 Years
Master’s	Bachelor’s + 2 Years	6 Years
Doctorate	Master’s + 4 Years	10 Years

In lieu of the required degree or experience, candidates with special qualifications may be considered on a case-by-case basis by the ordering agency.