

# **ANALYTIC SERVICES INC.**

Informing decisions that shape the Nation's future.

**GENERAL SERVICES ADMINISTRATION  
FEDERAL ACQUISITION SERVICE  
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST**

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: GSAAvantage.gov.

Schedule 084, Total Solutions for Law Enforcement, Security, Facility Management Systems, Fire, Rescue, Special Purpose Clothing, Marine Craft and Emergency/Disaster Response  
FSC Group: 84 Law Enforcement & Security Equipment

Contract Number: **GS-07F-372AA**

For more information on ordering from Federal Supply Schedules, go to  
[www.gsa.gov/schedules-ordering](http://www.gsa.gov/schedules-ordering).

Contract Period: **September 10, 2013, 2013 through September 09, 2018**

CONTRACTOR: Analytic Services Inc. Business Size: Large Business  
5275 Leesburg Pike, Suite N-5000  
Falls Church, VA 22041  
Phone: 703-416-4726  
Fax: 703-485-0950  
[Itrat.Enayetullah@anser.org](mailto:Itrat.Enayetullah@anser.org)

Contract Administration: Itrat Enayetullah

## **CUSTOMER INFORMATION:**

1a. Awarded Special Item Number(s):

Special Item Number (SIN)	Description	Pricing
246-6	Law Enforcement and Security Training	See Page 4
246-7	Professional Law Enforcement Services	See Page 4

2. Maximum Order: \$200,000 per SIN per order. Orders that exceed the maximum may be placed under the schedule contract in accordance with FAR 8.404.

3. Minimum Order: \$100.00
4. Geographic Coverage: Worldwide
5. Point of Production: Analytic Services Inc.  
5275 Leesburg Pike, Suite N-5000  
Falls Church, VA 22041
6. Prices Shown Herein are Net (discount deducted)
7. Quantity Discount: None
8. Prompt Payment: Net 30
- 9a. Government Purchase Cards are accepted below the micro-purchase threshold.
- 9b. Government Purchase Cards are accepted above the micro-purchase threshold.
10. Foreign Items: None
- 11a. Time of Delivery: Negotiated between Analytic Services Inc. and the ordering activity
- 11b. Expedited Delivery: Negotiated between Analytic Services Inc. and the ordering activity
- 11c. Overnight/2-Day Delivery: Consult with Contractor
- 11d. Urgent Requirements: Consult with Contractor
12. FOB Point: FOB Destination
- 13a. Ordering Address: Analytic Services Inc.  
5275 Leesburg Pike, Suite N-5000  
Falls Church, VA 22041
- 13b. Ordering Procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.
14. Payment Address: Analytic Services Inc.  
5275 Leesburg Pike, Suite N-5000  
Falls Church, VA 22041
15. Warranty Provisions: N/A

16. Export Packing Charges: N/A
17. Terms and conditions of Government Purchase Card Acceptance: Analytic Services Inc. for terms and conditions of Government Purchase Card acceptance.
18. Terms and conditions of rental, maintenance, and repair: Not applicable
19. Terms and conditions of installation: N/A
20. DUNS Number: 07-8815736
21. Analytic Services Inc. is registered in the System for Award Management (SAM).

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## **GSA Pricing SIN 426-6 & 426-7 Hourly Rates**

<b>Labor Category</b>	<b>9/10/13 – 9/9/14</b>	<b>9/10/14 – 9/9/15</b>	<b>9/10/15 – 9/9/16</b>	<b>9/10/16 – 9/9/17</b>	<b>9/10/17 – 9/9/18</b>
Forensic Scientist/Technician Level I	\$86.34	\$88.07	\$89.83	\$91.62	\$93.46
Forensic Scientist/Technician Level II	\$100.39	\$102.40	\$104.45	\$106.53	\$108.67
Forensic Scientist/Technician Level III	\$129.54	\$132.13	\$134.77	\$137.47	\$140.22
Forensic Scientist/Technician Level IV	\$181.23	\$184.85	\$188.55	\$192.32	\$196.17
Forensic Instructor I	\$111.46	\$113.69	\$115.96	\$118.28	\$120.65
Forensic Instructor II	\$150.54	\$153.55	\$156.62	\$159.75	\$162.95
Force Protection Specialist I	\$99.07	\$101.05	\$103.07	\$105.13	\$107.24
Force Protection Specialist II	\$127.70	\$130.25	\$132.86	\$135.52	\$138.23
Force Protection Specialist III	\$172.04	\$175.48	\$178.99	\$182.57	\$186.22
Analyst I	\$70.02	\$71.42	\$72.85	\$74.31	\$75.79
Analyst II	\$94.81	\$96.71	\$98.64	\$100.61	\$102.63
Analyst III	\$125.95	\$128.47	\$131.04	\$133.66	\$136.33
Analyst IV	\$172.04	\$175.48	\$178.99	\$182.57	\$186.22
Subject Matter Expert I	\$124.80	\$127.30	\$129.84	\$132.44	\$135.09
Subject Matter Expert II	\$151.87	\$154.91	\$158.01	\$161.17	\$164.39
Subject Matter Expert III	\$181.23	\$184.85	\$188.55	\$192.32	\$196.17
Subject Matter Expert IV	\$200.78	\$204.80	\$208.89	\$213.07	\$217.33
Subject Matter Expert V	\$279.83	\$285.43	\$291.14	\$296.96	\$302.90
Program Manager I	\$159.32	\$162.51	\$165.76	\$169.07	\$172.45
Program Manager II	\$197.85	\$201.81	\$205.84	\$209.96	\$214.16
Program Manager III	\$279.83	\$285.43	\$291.14	\$296.96	\$302.90
Project Support I	\$66.89	\$68.23	\$69.59	\$70.98	\$72.40
Project Support II	\$90.84	\$92.66	\$94.51	\$96.40	\$98.33
Project Support III	\$116.76	\$119.10	\$121.48	\$123.91	\$126.38

## Labor Category Descriptions SIN 246-6 & 246-7

### Summary Explanation of Labor Categories

The following provides descriptions, including degree and experience requirements, of the labor categories ANSER offers under this contract. Each position includes an associated labor code that should be used when ordering services under this contract. The labor category definitions that follow describe the functional responsibilities and education and experience requirements for each labor category. The table “Degree/Experience Equivalency” delineates our policy for substituting experience in lieu of degrees and vice versa. Those requirements are a guide for the types of experience and educational background for typical personnel in each labor category. However, personnel placement in a specific labor category is at the sole discretion of ANSER.

### Degree/Experience Equivalency\*

Degree	Experience Equivalence	Other Equivalence
Associate’s	2 years’ relevant experience	Vocational or technical training in work-related fields†
Bachelor’s	Associate’s + 5 years’ relevant experience or 8 years’ relevant experience	Professional work-related certification, such as vendor certifications (e.g., Microsoft Windows NT), Association Certifications (e.g. International Association of Identification) or Technical training in work-related fields†
Master’s	Bachelor’s + 5 years’ relevant experience or Associate’s + 8 years’ relevant experience	Professional license, for example, Professional Engineer
Doctorate	Master’s + 5 years’ relevant experience or Bachelor’s + 8 years’ relevant experience	

\* Multiple degrees at the same level are equivalent to two additional years of experience

† Equivalence of years of relevant experience depends on type, length, and scope of training

### 1. Forensic Scientist/Technician

Provides expert scientific advice and assistance to support or improve the effectiveness of Agency programs. Helps to facilitate and implements scientific research projects in the sciences. Develops theories for understanding, characterizing and organizing natural phenomena into a systematic and meaningful pattern for research into potential new products or inventions. May participate in intellectual property evaluations and development of patent applications. May coordinate interdepartmental activities and research efforts.

Conducts organized scientific and/or analytical assessments and evaluations to understand and/or evaluate complex issues to inform decision making, policy development, system development, management, or administration of processes. Includes studies, analyses, testing, laboratory work, and evaluations across a wide variety of domains. Provides scientific, testing, and analytical support for forensic operations, doctrine, decisions, and trends concepts and studies, and synchronization of mission needs and program requirements.

**Education and Experience Requirements**

Must possess academic degrees, professional training, or equivalent experience in areas appropriate for the work undertaken, including computer science, information systems, decision sciences, engineering, operations research, math, physics, political science, international relations, law enforcement, or other hard or social sciences.

Provides expertise in forensic analysis in areas including but not limited to Handwriting analysis, Tool Kit, Fingerprinting, and firearms/ballistics, Weapons of Mass Destruction, DNA, Biological Warfare, Immunology, Improvised Explosive Devices, Firearms/ballistics, Tool Kit, and Explosive Ordinance Detonation. Disciplines include, but are not limited to: Nuclear Physics, Nuclear Engineering, Nuclear Forensics, Mathematicians, Chemistry (Organic, Physical, Analytical, and Forensic), Biology, Microbiology, Biochemistry, Pharmacology, Genetics, Virology, Immunology, Toxicology, Pathology, Physiology, Medical Sciences, Veterinarian Science, and Health Physics.

Category	Job Title & Level	Degree†	Years' Experience†
401	Forensic Scientist/Technician Level 1	Bachelor's	0-4
402	Forensic Scientist/Technician Level 2	Bachelor's	5-10
403	Forensic Scientist/Technician Level 3	Bachelor's	11-15
404	Forensic Scientist/Technician Level 4	Bachelor's	15+

† Education and experience may be substituted in accordance with the “Education/Experience Equivalency” table at the beginning of this section.

**2. Forensic Instructor**

Responsible for implementing forensic technical and/or scientific training courses in areas including but not limited to including but not limited to Weapons of Mass Destruction, DNA, Biological Warfare, Immunology, Improvised Explosive Devices, force protection, fingerprinting, handwriting analysis, ballistic analysis, firearms, tool kits, anti-terrorism, and Explosive Ordinance Detonation. This will include the delivery of standard and customized training based on field needs and the delivery of new product and technology training in support of field readiness. Develop forensics related education and training materials, support course implementation, including but not limited to mobile training teams.

**Education and Experience Requirements**

Must possess academic degrees, professional training, or equivalent experience in areas appropriate for the work undertaken, including computer science, information systems, decision sciences, engineering, operations research, math, physics, political science, international relations, law enforcement, or other hard or social sciences.

Has specialized experience in one or more functional or operational domains and expertise in related Government, military, and commercial applications. Has specialized experience and expertise providing training and development. Has experience in management structures geared toward delivery of end-item products and the application of repeatable processes, modern development methodologies, and techniques such as simulations, wargaming, prototyping, and systems demonstrations.

Category	Job Title & Level	Degree†	Years' Experience†
405	Forensic Instructor Level 1	Bachelor's	0-10
406	Forensic Instructor Level 2	Bachelor's	10+

† Education and experience may be substituted in accordance with the "Education/Experience Equivalency" table at the beginning of this section.

### 3. Force Protection Specialist

Provides expert technical advice and assistance in the areas of antiterrorism and or force protection to support or improve the effectiveness of Agency programs. Conducts organized assessments and evaluations to understand and/or evaluate complex issues to inform decision making, policy development, system development, management, or administration of processes. Includes studies, analyses, and evaluations across a wide variety of domains. Provides technical and analytical support for forensic operations, doctrine, decisions, and trends concepts and studies, and synchronization of mission needs and program requirements.

#### Education and Experience Requirements

Must possess academic degrees, professional training, or equivalent experience in areas appropriate for the work undertaken, including computer science, information systems, decision sciences, engineering, operations research, math, physics, political science, international relations, law enforcement, or other hard or social sciences.

Experience in law enforcement, antiterrorism or force protection required.

Category	Job Title & Level	Degree†	Years' Experience†
407	Force Protection Specialist Level 1	Bachelor's	0-10
408	Force Protection Specialist Level 2	Bachelor's	11-20
409	Force Protection Specialist Level 3	Bachelor's	20+

† Education and experience may be substituted in accordance with the "Education/Experience Equivalency" table at the beginning of this section.

#### 4. Analyst

Conducts organized analytical assessments and evaluations to understand and/or evaluate complex issues to inform decision making, policy development, strategic and operational planning processes, system development, management or administration of client processes. Performs studies, analyses, and evaluations across a wide variety of domains and provides recommendations to client organizations to improve the organization's mission performance and measurement, organizational assessment efforts, and supports development and execution of programs to implement solutions. Provides analytical support in various disciplines including but not limited to Weapons of Mass Destruction, DNA, Biological Warfare, Immunology, Improvised Explosive Devices, force protection, fingerprinting, handwriting analysis, ballistic analysis, firearms, tool kits, anti-terrorism, and Explosive Ordinance Detonation. Supports DoD forensic, research and development, and PPBE integration activities. Provide support in planning, organizing and executing client sponsored meetings. Assist in planning, facilitation, and accomplishment of special research/study projects by visiting subject matter expert scientists and scholars. Uses initiative to integrate where appropriate systems thinking analytical tools and frameworks from the practice of applied systems thinking. This approach defines the problem and then develops an appropriate solution to resolve the problem, taking into account the context and the larger enterprise in which a solution must function.

#### Education and Experience Requirements

Must possess academic degrees, professional training, or equivalent experience in areas appropriate for the work undertaken, including computer science, information systems, decision sciences, architecture, planning, design, engineering, operations research, math, physics, political science, international relations, liberal arts, business or management, or economics or other hard or social sciences, especially criminal justice.

Experienced in analyzing systems, operations, and management problems. Requires knowledge of techniques and tools of analysis, for example, modeling and simulation, operations research techniques, functional decomposition, surveys, business process reengineering, and policy analysis.

Category	Job Title & Level	Degree†	Years' Experience†
410	Analyst Level 1	Bachelor's	0-3
411	Analyst Level 2	Bachelor's	4-10
412	Analyst Level 3	Bachelor's	11-15
413	Analyst Level 4	Bachelor's	15+

† Education and experience may be substituted in accordance with the "Education/Experience Equivalency" table at the beginning of this section.

## **5. Subject Matter Expert**

Provides specialized knowledge in specific functional or operational domains, or in analysis methods or disciplines to include strategic and operational level planning, scientific, technical advocacy support to enhance forensic capabilities, performance management and measurement, organizational assessment, regional engagement studies, scientific and technical expertise to support, Weapons of Mass Destruction, DNA, Biological Warfare, Immunology, Improvised Explosive Devices, force protection, anti-terrorism, fingerprinting, handwriting analysis, ballistic analysis, firearms, tool kits, Explosive Ordinance Detonation, conduct and coordination of forensic studies, and special projects. Develops and maintains functional and operating documentation. Plans study of work problems and procedures (which may include organizational change, communications, information flow, decision-making processes, control processes, operational effectiveness, and cost analyses). Organizes and documents findings of studies and prepares recommendations for implementation of new systems, procedures or organizational changes. Oversees and manages projects and programs.

### **Education and Experience Requirements**

Must possess academic degrees, professional training, or equivalent experience in areas appropriate for the work undertaken, including computer science, information systems, decision sciences, engineering, operations research, math, physics, political science, international relations, law enforcement, or other hard or social sciences.

Provides expertise in forensic analysis in areas including but not limited to Handwriting analysis, Tool Kit, Fingerprinting, and firearms/ballistics, Weapons of Mass Destruction, DNA, Biological Warfare, Immunology, Improvised Explosive Devices, Firearms/ballistics, Tool Kit, and Explosive Ordinance Detonation. Disciplines include, but are not limited to: Nuclear Physics, Nuclear Engineering, Nuclear Forensics, Mathematicians, Chemistry (Organic, Physical, Analytical, and Forensic), Biology, Microbiology, Biochemistry, Pharmacology, Genetics, Virology, Immunology, Toxicology, Pathology, Physiology, Medical Sciences, Veterinarian Science, and Health Physics.

Experienced in analyzing systems, operations, and management problems. Has knowledge of techniques and tools of analysis, for example, modeling and simulation, operations research techniques, functional decomposition, surveys, business process reengineering, and policy analysis. Experienced in conceptualizing and developing solutions, formulating problem statements conducive to application of analytical methods, and development of analysis methods and approaches. Experienced in a broad scope of applications and uses of analysis methods, such as requirements analyses, system and subsystem definition, program and process analyses, evaluations, cost-benefit analyses, and planning. Experienced in managing projects, contracts, funds, and resources. Has specialized experience in one or more functional or operational domains and expertise in related Government, military, and commercial applications. Has specialized experience and expertise in analysis of specific systems under consideration or in specific analysis methods or disciplines. Has experience operating with management processes providing sophisticated planning, scheduling, performance tracking, and risk management. Has experience in management structures geared toward delivery of end-item products and the application of repeatable processes, modern development methodologies, and techniques such as simulations, wargaming, prototyping, and systems demonstrations.

Category	Job Title & Level	Degree†	Years' Experience†
414	Subject Matter Expert Level 1	Master's	10
415	Subject Matter Expert Level 2	Master's	15
416	Subject Matter Expert Level 3	Master's	20
417	Subject Matter Expert Level 4	Master's	25
418	Subject Matter Expert Level 5	Master's	30

† Education and experience may be substituted in accordance with the "Education/Experience Equivalency" table at the beginning of this section.

## 6. Program Manager

Provides direction and leadership on a wide array of forensic, law enforcement, technical, scientific, administrative, and business matters; also manages projects and programs; ensures resources are used effectively. Oversees and manages projects and programs.

### Education and Experience Requirements

Must possess academic degrees, professional training, or equivalent experience in areas appropriate for the work undertaken, including computer science, information systems, decision sciences, engineering, operations research, math, physics, political science, international relations, law enforcement, business management, criminal justice, natural or other hard or social sciences. Experienced in acting as lead, manager, and administrator for contract efforts. Experienced in serving as primary interface and point of contact with client program authorities and representatives on technical and program issues. Experienced in supervising program and project operations by developing procedures, by planning and directing execution of all aspects of the effort, and by monitoring and reporting progress. Experienced in interacting, communicating, and advising at the highest Government and corporate levels. Has specialized experience in one or more functional or operational domains and expertise in related Government, military, and commercial applications. Demonstrates technical achievement at the highest Government and corporate levels, including the ability to identify, evaluate, and propose original and practicable methods of resolving complex problems. Recognized for superior high-level private- and/or public-sector achievement.

Category	Job Title & Level	Degree†	Years' Experience†
419	Program Manager Level 1	Master's	10
420	Program Manager Level 2	Master's	20
421	Program Manager Level 3	Master's	30

† Education and experience may be substituted in accordance with the "Education/Experience Equivalency" table at the beginning of this section.

## 7. Program Support

Provides project support in one or more of the following areas: contracts administration, finance, program control, security, information technology, media/publications support, general administrative support.

For Media Services - Researches, organizes, writes, edits, proofreads, and produces data for use in a wide variety of complex technical publications requiring knowledge and understanding of the subject matter and allied fields in support of all customer mission-oriented business functions, programs, or initiatives. Recommends overall organization and layout, editorial standards, publication methods, and the like. Coordinates publications with outside sources as needed. Ensures that technical documentation is accurate and complete, that it meets editorial guidelines and government specifications, and that it adheres to standards for quality, graphics, coverage, format, and style. Designs and develops graphics and illustrations for use in technical materials, manuals, and other publications and for inclusion in software and applications development. Operates computer hardware and software to prepare, revise, print, and store text, illustrations, graphs, charts, etc. Operates equipment, such as still and video cameras, for the design and production of photos and videotapes. Formulates concepts and renders illustration and detail from models, sketches, memory, written or verbal instructions, and imagination. Selects type, draws lettering, lays out material, or performs related duties. Determines the style, technique, and medium best suited to produce the desired effect and conform to reproduction requirements.

For Program Control/Financial Support – Prepares monthly status report for program management review. Drafts and or reviews invoices to ensure compliance. Monitors program expenditures to ensure risk mitigation strategies are effectively deployed. Procures products and/or services for which there is an identified need. Ensures total financial compliance. Interfaces with customer contracts and/or finance points of contact to administer contract and monitor progress to ensure milestones are achieved.

For Administrative Support - Supports research and analysis functions, compiles specified research and data, interprets basic research data, and reviews research publications for pertinent information. Provides inputs to research staff in a concise, logical, well-organized format for use in communications to clients. Provides administrative and secretarial assistance by performing document preparation or other office duties such as arranging and coordinating travel and meeting or conference facilities.

### **Education and Experience Requirements**

Must possess academic education, professional training, or equivalent experience in areas appropriate for the work undertaken, including communications, English, journalism, liberal arts, applicable technical fields, graphics design, art, business management, procurement, or other related fields.

For Media Services - Experienced in documentation disciplines, including technical writing, editing, layout, document development and production, and desktop publishing. Experienced in visual arts disciplines, including graphics design, illustration, photography, and video. Background in the design and presentation of multimedia environments, including incorporation of audio, video, text, and graphics into multimedia and single-medium presentations. Has knowledge and experience with equipment and software for the design and production of documents, graphics, videotape, and web documents.

For Program Control/Finance Related Functions – Experience in accounting, finance, accounts receivable, subcontracts management, cost, pricing, Earned Value Management, contracts administration, or project management.

For Administrative Support - Must possess education, professional training, or equivalent experience in areas appropriate for the work undertaken. Experienced in all aspects of providing technical and administrative support to the research staff. Experienced in such areas as data collection and analyses, data presentation, preparation of briefings, and computer presentations, library research, administrative procedures, and document preparation. Must have knowledge of and experience with appropriate software tools.

Category	Job Title & Level	Degree†	Years' Experience†
422	Program Support Level 1	Bachelor's	0-5
423	Program Support Level 2	Bachelor's	5-10
424	Program Support Level 3	Bachelor's	10+

† Education and experience may be substituted in accordance with the “Education/Experience Equivalency” table at the beginning of this section.