



ORION GLOBAL SECURITY

[WWW.ORIONMNGT.COM](http://WWW.ORIONMNGT.COM)

CERTIFIED SMALL BUSINESS

VETERAN OWNED

GSA Schedule



## ORION MANAGEMENT, LLC

### General Services Administration

Federal Supply Service Schedule 084

Total Solutions for Law Enforcement, Security, Facility Management Systems, Fire, Rescue, special Purpose Clothing, Marine Craft and Emergency/Disaster Response

Contract Number: GS-07F-5734R

Contract Period April 1, 2015 through March 31, 2020

Modification Number PA0046 Effective November 8, 2019

SIN: 246 35 1, 246 42 1, 246 51, 246 52 and 246 60 1 & 5, 246 1000, 426 4F and 426 6

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Springfield, VA 22151  
703-321-2190 – Office  
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[www.OrionMNGT.com](http://www.OrionMNGT.com)

Contract Business Type: Small Veteran-Owned Business

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 GSA Advantage! is: [www.GSAAdvantage.gov](http://www.GSAAdvantage.gov).

**For More Information Contact**

**Dean Daisy**  
(703) 321-2190 (Office)  
[d.daisy@orionmngt.com](mailto:d.daisy@orionmngt.com)

**VIRGINIA OFFICE**

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3245 N Courtney Parkway,  
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**CUSTOMER INFORMATION:**

**1a. Table of awarded special item number(s)**

<b>Special Item Number</b>	<b>Description</b>
246 35 1	Access Control Systems, Door entry control by card access, magnetic proximity
246 42 1	Professional Security/Facility Management Services
246 60 1	Security Systems Integration and Design Services
246 60 5	Security System Integration, Design, Management, and Life Cycle Support – SUBJECT TO COOPERATIVE PURCHASING
246 52	Professional Security/Facility Management Services
246 51	Installation of Security/Facility Management Systems Requiring Construction
246 1000	Ancillary Supplies and/or Services
426 4F	Emergency Preparedness and First Responder Equipment, Training and Services
426 6	Law Enforcement and Security Training

**1b. Lowest price per SIN**

<b>SIN</b>	<b>Part Number</b>	<b>Lowest Price</b>
246 35 1	400-24-124	\$2.99
246 42 1	400-4000	\$5.32
246 60 1	Admin Specialist I	\$39.21
246 60 5	Admin Specialist I	\$39.21
246 52	Admin Specialist I	\$39.21
246 51	Technician I	\$49.25
246 1000	Technician I	\$49.25
426 4F	Admin Specialist I	\$39.21



426 6	Admin Specialist I	\$39.21
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**1c. Please see below for descriptions of all corresponding job titles, experience, functional responsibility and education for labor provided under this contract. Rates are attached.**

**Apprentice I**

**Functional Responsibility:** Responsible for first step in job site preparedness; inspecting jobsite for cleanliness and materials to be used. Mobilizing and demobilizing work sites. Ensuring tool areas are organized, tools are clean, powered up and easily accessible.

**Experience:** Experience as junior construction laborer, junior associate, or assistant. Experience operating basic tools. Base knowledge and comprehension of worksite plans.

**Education:** 6 months of vocational technical training or equivalent combination of education and experience.

**Apprentice II**

**Functional Responsibility:** Ground support for specialists, senior staff, electricians and/or technicians. Takes orders from job site manager or foreman or more senior staff on site.

**Experience:** Demonstrates patience in learning from others, experience as a laborer or junior technician. Experience operating tools of the trade. Working knowledge and comprehension of worksite plans.

**Education:** 1 year of vocational technical training or equivalent combination of education and experience.

**Apprentice III**

**Functional Responsibility:** Ground support for specialists, senior staff, electricians and/or technicians. Takes orders from job site manager or foreman or more senior staff on site.

**Experience:** Experience performing complicated project related tasks and communicating with other staff to ensure that sound principals are applied; the end solution meets the needs of the customer.

**Education:** 1-2 years of vocational technical training or equivalent combination of education and experience.

**Accountant I**

**Minimum/General Experience:** Assist with tracking project budget with the responsibilities for justifying, obtaining, managing and tracking expenses related to the budgets for the division. Track



financial operations in support of procurements, travel and project funding issues. Program areas include division's base funds for training and travel for programs, special projects, vehicles, computers, and/or other equipment, and contract staff.

**Functional Responsibility:** Review, analyze, and interpret financial data. Review expenditures and prepare operating budgets for department managers to ensure conformance to budgetary limits and provide discrepancies to manager. Examine and track the budget estimates or proposals for completeness, accuracy, and conformance with established procedures, regulations, and organizational objectives. Assist with the annual budget process and report and analyze operational expenses for each program area. Prepare department operating budget reports as needed. Assist with monitoring the budget data against plans, forecasts, and budgets tracking burn rates of allocated funds and report the status to the appropriate manager. Follows the established operating procedures and reporting instructions.

**Professional Qualifications/Skills:** Undergraduate degree in Accounting, Finance, or Business Administration with 2 years of specialized experience in the areas of auditing, budgeting, or financial management required. With 5 years of specialized experience a degree is not required. Thorough knowledge of accounting theories, practices, regulations, and financial concepts relative to profitability and financial ratios. Knowledgeable of U. S. Government fiscal and budget policies and procedures.

## **Accountant II**

**Minimum/General Experience:** Assist with tracking project budget with the responsibilities for justifying, obtaining, managing and tracking expenses related to the budgets for the division. Track financial operations in support of procurements, travel and project funding issues. Program areas include division's base funds for training and travel for programs, special projects, vehicles, computers, and/or other equipment, and contract staff.

**Functional Responsibility:** Review, analyze, and interpret financial data. Review expenditures and prepare operating budgets for department managers to ensure conformance to budgetary limits and provide discrepancies to manager. Examine and track the budget estimates or proposals for completeness, accuracy, and conformance with established procedures, regulations, and organizational objectives. Perform cost-benefit analysis to review financial requests, assess program trade-offs, and examine past budget activities. Assist with the annual budget process and report and analyze operational expenses for each program area. Prepare department operating budget reports and perform analyses of related data as needed. Prepare detailed reports and presentations for manager. Assist with monitoring the budget data against plans, forecasts, and budgets tracking burn rates of allocated funds and report the status to the appropriate manager. Follows the established operating procedures and reporting instructions.

**Professional Qualifications/Skills:** Undergraduate degree in Accounting, Finance, or Business Administration with 4 years of specialized experience in the areas of auditing, budgeting, or financial management required. With 6 years of specialized experience a degree is not required. Experience with accounting theories, practices, regulations, and financial concepts relative to profitability and financial ratios. Knowledgeable of U. S. Government fiscal and budget policies and procedures.



### **Accountant III**

**Minimum/General Experience:** Manage and track project budget with the responsibilities for justifying, obtaining, managing and tracking expenses related to the budgets for the division. Track financial operations in support of procurements, travel and project funding issues. Program areas include division's base funds for training and travel for programs, special projects, vehicles, computers, and/or other equipment, and contract staff. Provide justification for new budget items, regular reporting of current budget to include status explanations, end of the year closeout reports, and audit reporting details.

**Functional Responsibility:** Supervise subordinate Budget Analyst staff. Review, analyze, and interpret financial data. Review expenditures and prepare operating budgets for department managers to ensure conformance to budgetary limits and provide discrepancies to manager. Examine and track the budget estimates or proposals for completeness, accuracy, and conformance with established procedures, regulations, and organizational objectives. Perform cost-benefit analysis to review financial requests, assess program trade-offs, and examine past budget activities. Manage the annual budget process, and report and analyze operational expenses for each program area. Prepare department operating budget reports and perform analyses of related data as needed. Prepare detailed reports and makes presentations to senior management. Monitor the budget data against plans, forecasts, and budgets tracking burn rates of allocated funds and report the status to the appropriate manager. Update and train staff on the established operating procedures and reporting instructions.

**Professional Qualifications/Skills:** Graduate degree in Accounting, Finance, or Business Administration with 4 years or Undergraduate degree with 6 years of specialized experience in the areas of auditing, budgeting, or financial management required. With 10 years of specialized experience a degree is not required. Advanced experience of accounting theories, practices, regulations, and financial concepts relative to profitability and financial ratios. Experienced with U. S. Government fiscal and budget policies and procedures.

### **Accountant IV**

**Minimum/General Experience:** Manage and track project budget with the responsibilities for justifying, obtaining, managing and tracking expenses related to the budgets for the division. Track financial operations in support of procurements, travel and project funding issues. Program areas include division's base funds for training and travel for programs, special projects, vehicles, computers, and/or other equipment, and contract staff. Provide justification for new budget items, regular reporting of current budget to include status explanations, end of the year closeout reports, and audit reporting details.

**Functional Responsibility:** Supervise subordinate Budget Analyst staff. Review, analyze, and interpret financial data. Review expenditures and prepare operating budgets for department managers to ensure conformance to budgetary limits and provide discrepancies to manager. Examine and track the budget estimates or proposals for completeness, accuracy, and conformance with established procedures, regulations, and organizational objectives. Perform cost-benefit analysis to review financial requests, assess program trade-offs, and examine past budget activities. Manage the annual



budget process, and report and analyze operational expenses for each program area. Prepare department operating budget reports and perform analyses of related data as needed. Prepare detailed reports and makes presentations to senior management. Monitor the budget data against plans, forecasts, and budgets tracking burn rates of allocated funds and report the status to the appropriate manager. Update and train staff on the established operating procedures and reporting instructions.

**Professional Qualifications/Skills:** Graduate degree in Accounting, Finance, or Business Administration with 6 years or Undergraduate degree with 8 years of specialized experience in the areas of auditing, budgeting, or financial management required. With 12 years of specialized experience a degree is not required. Advanced experience of accounting theories, practices, regulations, and financial concepts relative to profitability and financial ratios. Experienced with U. S. Government fiscal and budget policies and procedures.

### **Admin Specialist I**

**Minimum/General Experience and Responsibilities:** The position of Administrative Specialist will function as administrative specialist for an office or program. Individual will perform administrative functions required by the activity, including, but not limited to: Preparation of correspondence, reports and other published material; Prepare briefing materials to include PowerPoint presentations and organizational charts; Establish and maintain program files; Maintain administrative operating processes and procedures; Draft course related cables, including course offer cables, fiscal cables, clearance cables, etc.; Provide administrative and logistical support for Washington, D.C. based events; Support logistical efforts related to travel and special events for staff members and government clients; and All other day-to-day administrative functions as dictated by the mission

**Professional Qualifications/Skills:** Must be a US citizen and possess or be able to obtain a SECRET clearance. Two years experience performing administrative support. Must be highly organized and have excellent oral and written communication skills. Proficiency in Microsoft applications (MS Word, PowerPoint and Excel). Experience using government procurement, i.e., acquisition policy and procedures helpful

### **Admin Specialist II**

**Minimum/General Experience and Responsibilities:** The position of Administrative Specialist will function as administrative specialist for an office or program. Individual will perform administrative functions required by the activity, including, but not limited to: Preparation of final correspondence, reports and other published material; Prepare briefing materials to include PowerPoint presentations and organizational charts; Post budget and financial related entries into the ATA Financial Database; Establish and maintain program files; Perform budget and finance functions; Develop, analyze and maintain administrative operating processes and procedures; Utilize DOS purchasing management system to input purchase requisitions and process vendor invoices; Draft course related cables, including course offer cables, fiscal cables, clearance cables, etc.; Provide administrative and logistical support for Washington, D.C. based events; Support logistical efforts related to travel and special



events for staff members and ATA students; and All other day-to-day administrative functions as dictated by the mission

**Professional Qualifications/Skills:** Must be a US citizen and possess or be able to obtain a SECRET clearance. Three years experience performing administrative support. Must be highly organized and have excellent oral and written communication skills. Proficiency in Microsoft applications (MS Word, PowerPoint and Excel). Experience using government procurement, i.e., acquisition policy and procedures helpful

### **Admin Specialist III**

**Minimum/General Experience and Responsibilities:** The position of Administrative Specialist will function as administrative specialist for an office or program. Individual will perform administrative functions required by the activity, including, but not limited to: Preparation of final correspondence, reports and other published material; Prepare briefing materials to include PowerPoint presentations and organizational charts; Post budget and financial related entries into the ATA Financial Database; Establish and maintain program files; Perform budget and finance functions; Develop, analyze and maintain administrative operating processes and procedures; Utilize DOS purchasing management system to input purchase requisitions and process vendor invoices; Draft course related cables, including course offer cables, fiscal cables, clearance cables, etc.; Provide administrative and logistical support for Washington, D.C. based events; Support logistical efforts related to travel and special events for staff members and ATA students; and All other day-to-day administrative functions as dictated by the mission

**Professional Qualifications/Skills:** Must be a US citizen and possess or be able to obtain a SECRET clearance. Associate's degree or five years of equivalent experience performing administrative support may be substituted for education. Must be highly organized and have excellent oral and written communication skills. Proficiency in Microsoft applications (MS Word, PowerPoint and Excel). Experience using government procurement, i.e., acquisition policy and procedures helpful

### **Admin Specialist IV**

**Minimum/General Experience and Responsibilities:** The position of Administrative Specialist will function as administrative specialist for an office or program. Individual will perform administrative functions required by the activity, including, but not limited to: Preparation of final correspondence, reports and other published material; Prepare briefing materials to include PowerPoint presentations and organizational charts; Post budget and financial related entries into the ATA Financial Database; Establish and maintain program files; Perform budget and finance functions; Develop, analyze and maintain administrative operating processes and procedures; Utilize DOS purchasing management system to input purchase requisitions and process vendor invoices; Draft course related cables, including course offer cables, fiscal cables, clearance cables, etc.; Provide administrative and logistical support for Washington, D.C. based events; Support logistical efforts related to travel and special events for staff members and ATA students; and All other day-to-day administrative functions as dictated by the mission



**Professional Qualifications/Skills:** Must be a US citizen and possess or be able to obtain a SECRET clearance. Bachelor's degree or eight years of equivalent experience performing administrative support may be substituted for education. Must be highly organized and have excellent oral and written communication skills. Proficiency in Microsoft applications (MS Word, PowerPoint and Excel). Experience using government procurement, i.e., acquisition policy and procedures helpful

#### CAD Technician/Drafter

**Description:** Performs complex and non-routine drafting assignments that require the application of industry standard drafting techniques. Supervises and performs layouts, drawings and designs to specifications using Computer Aided Design (CAD) software. Review drawings and supporting documents to verify specific dimensioning, tolerances and adherence to organization or industry standard practices. Investigate and procure all data required to develop a design. Operate with some latitude for independent decision-making.

**Experience:** Three years of experience in preparing specifications and drawings using AutoCAD or Microstation and related engineering design software. Experienced in proper use of printers, plotters, and other peripheral devices. Proficient in engineering design software quality assurance standards.

**Functional Responsibility:** Creates original CAD drawings from sketches or redlined design or arrangement drawings and/or specifications.

**Professional Qualifications/Skills:** Associates degree in a related discipline or completion of a certified CAD training program; or high school diploma plus two years of experience as an AutoCAD or Microstation operator creating engineering and technical drawings.

#### CAD Technician/Drafter II

**Description:** Performs complex and non-routine drafting assignments that require the application of industry standard drafting techniques. Supervises and performs layouts, drawings and designs to specifications using Computer Aided Design (CAD) software. Review drawings and supporting documents to verify specific dimensioning, tolerances and adherence to organization or industry standard practices. Investigate and procure all data required to develop a design. Operate with some latitude for independent decision-making.

**Experience:** Five years of experience in preparing specifications and drawings using AutoCAD or Microstation and related engineering design software. Experienced in proper use of printers, plotters, and other peripheral devices. Proficient in engineering design software quality assurance standards.

**Functional Responsibility:** Creates original CAD drawings from sketches or redlined design or arrangement drawings and/or specifications.

**Professional Qualifications/Skills:** Associates degree in a related discipline or completion of a certified CAD training program; or high school diploma plus four years of experience as an AutoCAD or Microstation operator creating engineering and technical drawings.



### CAD Technician/Drafter III

**Description:** Performs complex and non-routine drafting assignments that require the application of industry standard drafting techniques. Supervises and performs layouts, drawings and designs to specifications using Computer Aided Design (CAD) software. Review drawings and supporting documents to verify specific dimensioning, tolerances and adherence to organization or industry standard practices. Investigate and procure all data required to develop a design. Operate with some latitude for independent decision-making.

**Experience:** Seven years of experience in preparing specifications and drawings using AutoCAD or Microstation and related engineering design software. Experienced in proper use of printers, plotters, and other peripheral devices. Proficient in engineering design software quality assurance standards.

**Functional Responsibility:** Creates original CAD drawings from sketches or redlined design or arrangement drawings and/or specifications.

**Professional Qualifications/Skills:** Associates degree in a related discipline or completion of a certified CAD training program; or high school diploma plus six years of experience as an AutoCAD or Microstation operator creating engineering and technical drawings.

### CAD Technician/Drafter - Lead

**Description:** Performs complex and non-routine drafting assignments that require the application of industry standard drafting techniques. Supervises and performs layouts, drawings and designs to specifications using Computer Aided Design (CAD) software. Review drawings and supporting documents to verify specific dimensioning, tolerances and adherence to organization or industry standard practices. Investigate and procure all data required to develop a design. Operate with some latitude for independent decision-making.

**Experience:** Nine years of experience in preparing specifications and drawings using AutoCAD or Microstation and related engineering design software. Experienced in proper use of printers, plotters, and other peripheral devices. Proficient in engineering design software quality assurance standards.

**Functional Responsibility:** Creates original CAD drawings from sketches or redlined design or arrangement drawings and/or specifications.

**Professional Qualifications/Skills:** Associates degree in a related discipline or completion of a certified CAD training program; or high school diploma plus eight years of experience as an AutoCAD or Microstation operator creating engineering and technical drawings.

### Contract Specialist II

**Minimum/General Experience and Responsibilities:** The Contract Specialist is responsible for a full range of Contracts Management functions to include the formulation of contracts, Interagency Agreements, Statements of Work (SOW), contract administration, support to bid opportunities, conduct of negotiations, and other vendor agreements. Specific responsibilities include, but are not



limited to: Utilize knowledge of the Federal Acquisition Regulations (FAR) and the Defense Federal Acquisition Regulations (DFARs) for the formulation and processing of contracts, and other documents; Review cost effectiveness, solicit bids, and coordinate negotiations with vendors; Assist in facilitating contracting activity as assigned, including pre-solicitation, specification development, technical evaluation, award recommendation, and award notification; Support the preparation, administration, and close out of contracts in coordination with the Contracting Office; Manage contract procurement related documentations in the hiring of contract personnel; Manage the procurement/acquisition of equipment, to include vendor evaluation and selection; Maintain accurate and complete contract files to ensure compliance with record retention guidelines and effective tracking for the status of all contracts; Maintain master calendar of system wide Requests for Proposals; Maintain communications to ensure timely contract execution by the parties; and Ensure final contract documents are consistent with agreements reached at negotiation.

**Professional Qualifications/Skills:** Must be a US citizen and possess or have the ability to obtain a SECRET clearance. Bachelors degree from an accredited college in a related discipline, or equivalent experience/combined education, with five (5) years of professional experience. Experience in federal government acquisition is desirable. Knowledge of FAR/DFAR and federal government contracting practices. Experience with contract database systems and web-based tools, budgets, reporting and finance tools. Good time management and organizational skills that enable the individual to meet critical deadlines.

### **Contract Specialist III**

**Minimum/General Experience and Responsibilities:** The Contract Specialist is responsible for a full range of Contracts Management functions to include the formulation of contracts, Interagency Agreements, Statements of Work (SOW), contract administration, support to bid opportunities, conduct of negotiations, and other vendor agreements. Specific responsibilities include, but are not limited to: Utilize knowledge of the Federal Acquisition Regulations (FAR) and the Defense Federal Acquisition Regulations (DFARs) for the formulation and processing of contracts, and other documents; Review cost effectiveness, solicit bids, and coordinate negotiations with vendors; Assist in facilitating contracting activity as assigned, including pre-solicitation, specification development, technical evaluation, award recommendation, and award notification; Support the preparation, administration, and close out of contracts in coordination with the Contracting Office; Manage contract procurement related documentations in the hiring of contract personnel; Manage the procurement/acquisition of equipment, to include vendor evaluation and selection; Maintain accurate and complete contract files to ensure compliance with record retention guidelines and effective tracking for the status of all contracts; Maintain master calendar of system wide Requests for Proposals; Maintain communications to ensure timely contract execution by the parties; and Ensure final contract documents are consistent with agreements reached at negotiation.

**Professional Qualifications/Skills:** Must be a US citizen and possess or have the ability to obtain a SECRET clearance. Bachelors degree from an accredited college in a related discipline, or equivalent experience/combined education, with ten (10) years of professional experience. Experience in federal government acquisition is desirable. Knowledge of FAR/DFAR and federal government contracting practices. Experience with contract database systems and web-based tools, budgets, reporting and



finance tools. Good time management and organizational skills that enable the individual to meet critical deadlines.

### **Database Manager III**

**Description/Experience:** A minimum of Six years of experience in application design, development, testing and implementation of projects. Programming experience in Microsoft Access, Visual FoxPro, Informix, Sybase, Oracle or DB2 with capabilities to perform computer systems analysis is highly desired. Must possess superior analytical, problem solving, and communication skills. Desired knowledge and skills include, but are not limited to, the following areas:

- Developing object-oriented applications using Visual Basic, Visual C++, JAVA, and others.
- Various domestic and international data and network standards.
- Communications in both analog and digital environments.
- Project and resource management and problem analysis skills and techniques.
- Windows functionality (3.1, 9X or NT) and the client/server model.
- Distribution and Process of Data.
- Several application development platforms and various software packages and DBMS environments.
- Application and DBMS development on and across environments such as Novell Networks, IBM MVS and VM, IBM AIX 3.2X, UNIX, and other systems.
- Technical planning and analysis and problem analysis.
- Collecting and analyzing requirements and system usage.

As required by the contract, must possess appropriate level clearance.

**Functional Responsibility:** Works under very broad supervision or acting as a supervisor in performing advanced specialized application programming duties. Analyzes requirements, designs specifications for, and implements computerized information systems. Works as a senior technical contributor to a project. Builds software development tools and produces highly technical programs. Develops, analyses, writes, and implements automated systems requirements and specifications. Designs, programs, implements, and documents interactive programs. Detects and corrects system failures and implements system enhancements. Develops and/or re-engineers agency standard applications on database servers or in a wide area network environment. Ensures the testing, validation, installation, and operation of systems/applications. Measures software performance and resolves resulting technical performance and quality problems with systems/applications. Develops and maintains complete systems/application documentation and ensures its technical correctness, timeliness, and quality. Extracts data from source systems via diverse routes and transports data to varied destinations such as databases, servers, or other enterprise network locations. Processes imports of new versions of data and makes modifications when source feeds change. Re-engineers systems/applications to interface with evolving operating systems, compilers, and other system products and to meet changing functional requirements or mandated changes to procedures or policies.



**Professional Qualifications/Skills:** Bachelor's degree in a relevant scientific or technical discipline. With a Master's degree in a relevant field, 4 years of experience is required. With 10 years of experience a degree is not required.

### **Electrician**

**Description:** Performs a variety of complex technical functions related to the support of engineering activities such as constructs, integrates, maintenance, modification, circuit testing, calibration and troubleshooting of electronic or electro-mechanical systems, experimental design circuitry, prototype models or specialized test equipment. Applications may include analog, digital and/or video type circuits and logic systems. Diagnoses and corrects equipment and system malfunctions which fail to respond to standard corrective measures. Develops or evaluates test procedures, determines circuit requirements, and develops diagnostics and applications software. Participates in design modifications of experimental circuitry, systems or models. Generates rough sketches and engineering drawings and special techniques for control and implementation of research experiments. Writes or interprets specification used in designing, maintaining and calibrating electronic systems, chassis or components. Prepares reports, charts and graphs for scientific or engineering personnel to use in making decisions on design or experiment development. May provide work leadership for lower level employees. Performs other, related duties as assigned.

**Experience:** Five years of experience in performing field installation, troubleshooting, repair and on-site operation and maintenance of electronic, electro-mechanical, and/or mechanical systems, subsystems and components, along with associated software and data/communication networks. Demonstrated ability to independently complete engineering assignments.

**Functional Responsibility:** As part of a task team, installs, operates, maintains, troubleshoots or repairs highly complex mechanical, electronic or integrated systems. Applies working technical knowledge to perform routine or complex tasks in maintaining and repairing equipment. Performs preventive and corrective maintenance. Performs test/calibration procedures, observes results, and records information for evaluation.

**Professional Qualifications/Skills:** Bachelor's degree in appropriate engineering discipline or, in lieu of degree, military/industrial technical training plus five additional years of appropriate technical experience. (Minimum accepted: Technical training equivalent to an Associates Degree and five years related experience as an electronic technician.)

### **Electrician - Senior**

**Description:** Performs a variety of complex technical functions related to the support of engineering activities such as constructs, integrates, maintenance, modification, circuit testing, calibration and troubleshooting of electronic or electro-mechanical systems, experimental design circuitry, prototype models or specialized test equipment. Applications may include analog, digital and/or video type circuits and logic systems. Diagnoses and corrects equipment and system malfunctions which fail to respond to standard corrective measures. Develops or



**evaluates test procedures, determines circuit requirements, and develops diagnostics and applications software. Participates in design modifications of experimental circuitry, systems or models. Generates rough sketches and engineering drawings and special techniques for control and implementation of research experiments. Writes or interprets specification used in designing, maintaining and calibrating electronic systems, chassis or components. Prepares reports, charts and graphs for scientific or engineering personnel to use in making decisions on design or experiment development. May provide work leadership for lower level employees. Performs other, related duties as assigned.**

**Experience:** Five years of experience in performing field installation, troubleshooting, repair and on-site operation and maintenance of electronic, electro-mechanical, and/or mechanical systems, subsystems and components, along with associated software and data/communication networks. Demonstrated ability to independently complete engineering assignments.

**Functional Responsibility:** As part of a task team, installs, operates, maintains, troubleshoots or repairs highly complex mechanical, electronic or integrated systems. Applies working technical knowledge to perform routine or complex tasks in maintaining and repairing equipment. Performs preventive and corrective maintenance. Performs test/calibration procedures, observes results, and records information for evaluation.

**Professional Qualifications/Skills:** Bachelor's degree in appropriate engineering discipline or, in lieu of degree, military/industrial technical training plus ten additional years of appropriate technical experience. (Minimum accepted: Technical training equivalent to an Associates Degree and ten years related experience as an electronic technician.)

#### Field Engineer

**Description:** Performs engineering work in the development and design of products and systems. Organizes, directs, and conducts technical efforts in systems design, engineering, and integration. Prepares technical project plans and schedules. Conducts system test, and analyzes and quantifies test data. Prepares design documents and technical reports.

**Experience:** Entry-level position for recent college or university graduates with no work experience.

**Functional Responsibility:** Provides input for engineering management plans, monitors schedule execution; assists in the preparation of status reports; and provides technical contributions to hardware and software engineers for development of engineering designs and documentation.

**Professional Qualifications/Skills:** Bachelors degree a technical, engineering or business discipline or equivalent work experience. Six years experience in related technical discipline.

#### Senior Field Engineer

**Description:** Performs engineering work in the development and design of products and systems where work requires a high degree of engineering skill and independent judgment. Prepares technical project plans and schedules. Conducts system tests, and analyzes and quantifies test



**data. Prepares design documents and technical reports. May coordinate and technically lead projects and subordinate engineers.**

**Experience:** Training, work experience, and industry/government credentials demonstrating the ability to perform scientific or high order engineering requirements. Demonstrated leadership skills for planning, organizing, leading, and controlling the cost/technical/schedule activities of a project. Experience in providing technical support in or performing any combination of the following areas: hardware/equipment requirements analysis, feasibility analysis, technology/conceptual design alternatives analysis, hardware/equipment design, system/hardware/software integration, reverse engineering, specification preparation/review, and independent verification and validation. Experience in evaluating and/or developing technical input to the systems engineering process and associated documentation. Experience also includes evaluations of state-of-the-art and emerging commercial technology base, and identification of applicable military and commercial specifications and standards.

**Functional Responsibility:** Supervises engineering and technical personnel in the development of hardware/equipment engineering products and for providing support services. Performs requirements analysis to identify functional definitions and designs for system/hardware/software architecture. Defines performance and design constraints. Develops and/or reviews specifications, drawings and product descriptive data; and provides technical support to customer hardware/equipment requirements analyses and participates in technical and management reviews; develops content for contract technical packages (SOW, CDRL, Specifications). Performs life cycle support engineering assessments.

**Professional Qualifications/Skills:** Bachelors degree a technical, engineering or business discipline or equivalent work experience. Eight years experience in all phases of field engineering.

## **Sr. Field Engineer II**

**Description:** Performs engineering work in the development and design of products and systems where work requires a high degree of engineering skill and independent judgment. Prepares technical project plans and schedules. Conducts system tests, and analyzes and quantifies test data. Prepares design documents and technical reports. May coordinate and technically lead projects and subordinate engineers.

**Experience:** Training, work experience, and industry/government credentials demonstrating the ability to perform scientific or high order engineering requirements. Demonstrated leadership skills for planning, organizing, leading, and controlling the cost/technical/schedule activities of a project. Experience in providing technical support in or performing any combination of the following areas: hardware/equipment requirements analysis, feasibility analysis, technology/conceptual design alternatives analysis, hardware/equipment design, system/hardware/software integration, reverse engineering, specification preparation/review, and independent verification and validation. Experience in evaluating and/or developing technical input to the systems engineering process and associated documentation. Experience also includes evaluations of state-of-the-art and emerging commercial technology base, and identification of applicable military and commercial specifications and standards.

**Functional Responsibility:** Supervises engineering and technical personnel in the development of hardware/equipment engineering products and for providing support services. Performs requirements analysis to identify functional definitions and designs for system/hardware/software architecture.



Defines performance and design constraints. Develops and/or reviews specifications, drawings and product descriptive data; and provides technical support to customer hardware/equipment requirements analyses and participates in technical and management reviews; develops content for contract technical packages (SOW, CDRL, Specifications). Performs life cycle support engineering assessments.

**Professional Qualifications/Skills:** Bachelors degree a technical, engineering or business discipline or equivalent work experience. Ten years experience in all phases of field engineering.

### **Financial Analyst I**

**Description:** The Financial Analyst I provides various financial and administrative support services. This position will function as an administrative support specialist for an office, program or division and will perform all administrative support functions and duties required by the activity.

**Experience:** Prepare and input financial data relating to government programs, utilizing existing program information and system databases; Developing Excel documents to support analysis, input data, reconcile program records; Respond to periodic budget calls, meet timelines, rework budget submissions and manage obligations against authorized funding levels; Preparing budget documents and justifications; Developing, analyzing and maintaining administrative operating processes and procedures.

**Functional Responsibilities:** Maintain procurement records for items and services purchased; Initiate the process of de-obligating funds when necessary; Process and post financial data in the financial databases {cables, travel (US Government/contractor), requisitions, task orders, MIPRs and other financial documentation}; Adjust financial spending plans as required; Create purchase requests for task orders, Blanket Purchase Agreements (BPA), personnel, equipment and visa purchases; Interact with government program personnel to ensure an effective flow of communications in the purchasing and processing of task orders, SPA's, cables and requisitions; Assist contract vendors in the processing of Contractor Assignment and Funding (CAF) forms, equipment and other purchases; Research and verify that obligation numbers are with the appropriate financial system entries; Assist in the compilation of budget plan updates (planned, committed and available); Process notice of change documentation; Create and generate budget reports for Program Managers and Division Chiefs; Track commitments and expenditures for base and supplemental funds; and Discuss and recommend solutions to financial concerns with Program Managers.

**Professional Qualifications/Skills:** Must be a US citizen and possess or be able to obtain/maintain a SECRET clearance. Bachelor's degree in accounting or financial management or equivalent work experience. Possess at least three (3) years of financial management experience, preferably in a public sector organization. Experience with Microsoft Office Suites, particularly Excel, as well as other database software packages utilized in the financial management field. Familiarity with the Federal Budget process is preferred. Possess solid inter-personal skills and attention to detail.

### **Financial Analyst II**

**Description:** The Financial Analyst II provides various financial and administrative support services. This position will function as an administrative support specialist for an office, program or division and will perform all administrative support functions and duties required by the activity.



**Experience:** Prepare and input financial data relating to government programs, utilizing existing program information and system databases; Developing Excel documents to support analysis, input data, reconcile program records; Respond to periodic budget calls, meet timelines, rework budget submissions and manage obligations against authorized funding levels; Preparing budget documents and justifications; Developing, analyzing and maintaining administrative operating processes and procedures.

**Functional Responsibilities:** Maintain procurement records for items and services purchased; Initiate the process of de-obligating funds when necessary; Process and post financial data in the financial databases {cables, travel (US Government/contractor), requisitions, task orders, MIPRs and other financial documentation}; Adjust financial spending plans as required; Create purchase requests for task orders, Blanket Purchase Agreements (BPA), personnel, equipment and visa purchases; Interact with government program personnel to ensure an effective flow of communications in the purchasing and processing of task orders, SPA's, cables and requisitions; Assist contract vendors in the processing of Contractor Assignment and Funding (CAF) forms, equipment and other purchases; Research and verify that obligation numbers are with the appropriate financial system entries; Assist in the compilation of budget plan updates (planned, committed and available); Process notice of change documentation; Create and generate budget reports for Program Managers and Division Chiefs; Track commitments and expenditures for base and supplemental funds; and Discuss and recommend solutions to financial concerns with Program Managers.

**Professional Qualifications/Skills:** Must be a US citizen and possess or be able to obtain/maintain a SECRET clearance. Bachelor's degree in accounting or financial management or equivalent work experience. Possess at least five (5) years of financial management experience, preferably in a public sector organization. Experience with Microsoft Office Suites, particularly Excel, as well as other database software packages utilized in the financial management field. Familiarity with the Federal Budget process is preferred. Possess solid inter-personal skills and attention to detail.

### **Financial Analyst III**

**Description:** The Financial Analyst III provides various financial and administrative support services. This position will function as an administrative support specialist for an office, program or division and will perform all administrative support functions and duties required by the activity.

**Experience:** Prepare and input financial data relating to government programs, utilizing existing program information and system databases; Developing Excel documents to support analysis, input data, reconcile program records; Respond to periodic budget calls, meet timelines, rework budget submissions and manage obligations against authorized funding levels; Preparing budget documents and justifications; Developing, analyzing and maintaining administrative operating processes and procedures.

**Functional Responsibilities:** Maintain procurement records for items and services purchased; Initiate the process of de-obligating funds when necessary; Process and post financial data in the financial databases {cables, travel (US Government/contractor), requisitions, task orders, MIPRs and other financial documentation}; Adjust financial spending plans as required; Create purchase requests for task orders, Blanket Purchase Agreements (BPA), personnel, equipment and visa purchases; Interact with government program personnel to ensure an effective flow of communications in the purchasing and processing of task orders, SPA's, cables and requisitions; Assist contract vendors in the processing of Contractor Assignment and Funding (CAF) forms, equipment and other purchases; Research and



verify that obligation numbers are with the appropriate financial system entries; Assist in the compilation of budget plan updates (planned, committed and available); Process notice of change documentation; Create and generate budget reports for Program Managers and Division Chiefs; Track commitments and expenditures for base and supplemental funds; and Discuss and recommend solutions to financial concerns with Program Managers.

**Professional Qualifications/Skills:** Must be a US citizen and possess or be able to obtain/maintain a SECRET clearance. Bachelor's degree in accounting or financial management or equivalent work experience. Possess at least eight (8) years of financial management experience, preferably in a public sector organization. Experience with Microsoft Office Suites, particularly Excel, as well as other database software packages utilized in the financial management field. Familiarity with the Federal Budget process is preferred. Possess solid inter-personal skills and attention to detail.

### **Financial Analyst IV**

**Description:** The Financial Analyst IV is responsible for a full range of budget formulation, presentation, implementation, reporting and control for the program office.

**Experience:** Prepare and input financial data relating to government programs, utilizing existing program information and system databases; Developing Excel documents to support analysis, input data, reconcile program records; Respond to periodic budget calls, meet timelines, rework budget submissions and manage obligations against authorized funding levels; Preparing budget documents and justifications; Developing, analyzing and maintaining administrative operating processes and procedures.

**Functional Responsibilities:** Coordinates the formulation and development of annual, supplemental, and multi-year budget requests and related supporting documentation. Reviews budget requests submitted by program managers to assure their consistency, accuracy and adherence to budget instructions and guidance, which have been developed by the government customer, and Congress. Negotiate desired changes (ie., additions and deletions) with program managers. Based upon knowledge of planned and anticipated program initiatives and activities, analysis and considerations of program requirements, and counter-terrorism policies and priorities, develop annual budget requests for Departmental, OMB, and Congressional budget submissions for all government customer programs; Develops, compiles and prepares detailed narrative and statistical background documentation and justification for all assigned budget requests, presentations and submissions. Prepares exhibits and briefing materials for witnesses and attends meetings to defend submission at the branch office, Department, OMB and Congressional levels. Provides specific information, explanations and clarifications to respond to branch office, Departmental, OMB and Congressional inquiries. Prepares appeals to unfavorable decisions from all levels; Prepares and recommends annual financial plans which reflect allotments and program objectives for all government customer programs. Consults with program managers and provides technical advice on the various aspects of budgetary and financial planning, analysis and implementation functions. Monitors, reviews and analyzes execution of assigned budget activity to determine accuracy and reasons for variances from spending plans to avoid violation of administrative funds control procedures. Adjusts financial spending plans as necessary. Provides financial information such as financial reports showing the status of receipts, obligations and expenditures of funds, trend analyses of rates of expenditures, comparisons and actual performance to the financial plan to the program managers on a monthly, quarterly and annual basis; Requests funds in a timely manner to carry out the assigned programs. Approves expenditures and obligations and assures that all budget and program requirements are met, that funds are properly



allocated and are being obligated and spent in a timely and effective manner in support of authorized objectives. Prepares financial documents for interagency agreements, which cover funding arrangements for support provided and received to and from other agencies and appropriations. Prepares financial documents for cooperative agreements and contracts and ensures timely payment; Analyzes and concurs in program guidance for all programs, ensuring appropriateness, accuracy and consistency of proposed guidance with Congressional, OMB, Departmental, and federal laws, guidance, directives, and policies. Maintains continual liaison with program managers, keeping abreast of their changing requirements. Analyzes special funding problems to ensure conformance with current policies, procedures and legislation; Prepares recurring and special financial reports and other data, as required. Tracks all historical fiscal data and uses this data to forecast future budget requests. Researches, reviews and assesses the long term effects of budget guidelines, such as new or revised legislation, re-programming decisions, trends in the cost of accomplishing specific work objectives and relationships among organizational needs/objectives and evaluates results for possible effect on program planning and funding. Work includes cost benefit analysis and other analytical techniques in the evaluation of proposed and existing programs. Conducts special analytical studies that affect current and long-range policies and programs; Serves as Team Leader, ensuring resources are available to produce on-time quality products and services. Develops performance standards and evaluates the work performed by subordinates. Attends senior staff and program planning meetings and participates in strategic planning sessions to assess the measurable outcomes for all planned and funded activities and initiatives; and Provides assistance to the Division Chief of the Administrative Support Division in the implementation of financial management and budget systems, programs and databases for the Office. Provides back-up support to the Division Chief in his/her responsibilities and carries out special projects and assignments concerned with varying phases of the continuing budget process.

**Professional Qualifications/Skills:** Must be a US citizen and possess or be able to obtain/maintain a SECRET clearance. Bachelor's degree in accounting or financial management or equivalent work experience. Possess at least eight (8) years of financial management experience, preferably in a public sector organization. Knowledge and understanding of the Congressional, Federal, Departmental, and State Department budget processes, procedures, and requirements Experience with Microsoft Office Suites, particularly Excel, as well as other database software packages utilized in the financial management field. Familiarity with the Federal Budget process is preferred. Possess solid interpersonal skills and attention to detail.

### **Fire Technician I:**

**Functional Responsibility:** Performs simple installation and maintenance tasks associated with Fire Alarm Systems, Security Systems and other Building Energy Management Systems.

**Experience:** Requires 6 months – 3 years systems servicing, basic electrical and electronic installation experience. NICET Level I or associated certifications and licenses. Basic mechanical skills and blueprint reading. Understanding of applicable codes and standards (NFPA). Good written and verbal communication skills.

**Education:** 6 months of vocational technical training or equivalent combination of education and experience.

### **Fire Technician II:**



**Functional Responsibility:** Performs layout, installation, preparation, servicing, maintenance, troubleshooting and testing of Fire Alarm Systems, Security Systems and other Building Energy Management Systems.

**Experience:** Requires 2-6 years systems servicing, electrical and electronic installation experience. NICET Level II or associated certifications and licenses. Basic project design, mechanical skills and blueprint reading experience. Ability to read and interpret commonly referenced codes and standards (i.e. NEC, IBC, IRC & NFPA). Ability coordinate with owner and local fire and police. Good written and verbal communication skills.

**Education:** Associates degree, 1-2 years of vocational technical training or equivalent combination of education and experience.

### **Fire Technician III:**

**Functional Responsibility:** Performs oversight and project management for the full scope and lifecycle of the project. Communicates with project engineer to ensure that sound principals are applied, the end solution meets the needs of the customer and delivery methods are sound. Plans, organizes and coordinates individual staff, installation and inspection of Fire Alarm Systems, Security Systems and other Building Energy Management Systems teams.

**Experience:** Requires 5-10 years of construction management, electrical and electronic installation experience. NICET Level III or associated certifications and licenses. Project and people management skills. Experience designing mechanical systems, reading blueprint, comprehension of contract requirements, writing effective reports and presenting to clients. Ability to apply commonly referenced codes and standards (i.e. NEC, IBC, IRC & NFPA) to the design and installation. Ability to recognize full scope of work at the site and it's impact of the fire alarm project.

**Education:** Bachelor's Degree, Associates degree with 5-10 years of vocational technical training, or equivalent combination of education and experience.

### **Fire Technician IV:**

**Functional Responsibility:** Performs program management, project management and design oversight for the full scope and lifecycle of the project. Coordinate with client stakeholders and determine contractual criteria. Reviews and approves shop drawings, uses results of power/battery calculations to determine system requirements in design. Write technical reports, approve project schedules, and resolve on-site scheduling issues with other systems and trades. Communicates with project manager to ensure that delivery schedules are met and the designs for the Fire Alarm Systems, Security Systems and other Building Energy Management Systems are up to date and accurately followed.

**Experience:** Requires 10+ years of electrical and electronic systems design, CAD and Auto CAD design experience. NICET Level IV or associated certifications and licenses. Project and people management skills. Experience designing mechanical systems, reading blueprint, comprehension of contract requirements, writing effective reports and presenting to clients. Ability to apply commonly



referenced codes and standards (i.e. NEC, IBC, IRC & NFPA) to the design and installation of . Ability to recognize full scope of work at the site and it's impact of the fire alarm project.

**Education:** Bachelors Degree, 10+ years of vocational technical training, or equivalent combination of education and experience.

### Graphic Designer I

**Minimum/General Experience:** The Graphic Designer is responsible for designing informational materials, resolving design problems, and consulting with clients and other government personnel on graphic matters. Additional responsibilities include, but are not limited to: Prepares layouts, displays, presentation, logos, brochures, posters, signs, and various informational materials; Receives input from the Branch Chief to determine the needs, costs and graphic requirements for reproduction; Performs layout of artwork, photos and typography for various publications; Maintains proper documentation and tracking of all work assignments; Maintains up-to-date knowledge about new technologies in the graphic art field and makes recommendations for improvements; Performs complex graphic design work as necessary using computer graphic programs; and forms other duties of a similar nature or level as the mission dictates

**Professional Qualifications/Skills:** Must be a U.S. citizen and possess or be able to obtain a SECRET clearance. Associate's degree or four years of equivalent experience performing similar work. Thorough knowledge in commercial art and in the operation of desktop publishing programs. Considerable experience in briefing aids, or any equivalent combination of training and experience. Ability to analyze facts and exercise sound judgment in decision-making. Communication, interpersonal skills as applied to interaction with coworkers, supervisor and the general public, etc. sufficient to exchange or convey information and receive work direction. Through knowledge in print production including four color process work. Experience in Microsoft Office software, Macromedia Flash and Java software would be a plus, but not necessary.

### Graphic Designer II

**Minimum/General Experience:** The Graphic Designer is responsible for designing informational materials, resolving design problems, and consulting with clients and other government personnel on graphic matters. Additional responsibilities include, but are not limited to: Prepares layouts, displays, presentation, logos, brochures, posters, signs, and various informational materials; Receives input from the Branch Chief to determine the needs, costs and graphic requirements for reproduction; Performs layout of artwork, photos and typography for various publications; Maintains proper documentation and tracking of all work assignments; Maintains up-to-date knowledge about new technologies in the graphic art field and makes recommendations for improvements; Performs complex graphic design work as necessary using computer graphic programs; and forms other duties of a similar nature or level as the mission dictates



**Professional Qualifications/Skills:** Must be a U.S. citizen and possess or be able to obtain a SECRET clearance. Bachelor's degree or six years of equivalent experience performing similar work. Thorough knowledge in commercial art and in the operation of desktop publishing programs. Considerable experience in briefing aids, or any equivalent combination of training and experience. Ability to analyze facts and exercise sound judgment in decision-making. Communication, interpersonal skills as applied to interaction with coworkers, supervisor and the general public, etc. sufficient to exchange or convey information and receive work direction. Through knowledge in print production including four color process work. Experience in Microsoft Office software, Macromedia Flash and Java software would be a plus, but not necessary.

### **HR Generalist III**

**Minimum/General Experience and Responsibilities:** The HR Generalist serves as a program's primary manager of direct hire and contract personnel matters. Specific responsibilities include, but are not limited to: Assist in the preparation of statements of work, justifications, cost benefit analyses, government cost estimates, and various other documents pertaining to personal procurement to ensure funding levels and performance periods are adequate; Works with government Personnel office to ensure all vacant Civil Service and Foreign Service positions have valid position descriptions, are advertised, and filled; Lead any recruiting efforts needed to replace contractor personnel; Develop a system for maintaining training needs and certifications for all government and contract personnel; Develop and maintain Standard Operating Procedures for hiring new government and contract employees; Monitor the organizational personnel needs; Develop Standard Operating Procedures for managing employee recognition, training, position development, and staffing needs; Coordinate with government Personnel to ensure staffing needs and training requirements are recorded; Assist with the administration of policies and procedures, and maintain and control employee's files to ensure confidentiality.

**Professional Qualifications/Skills:** Must be a US Citizen and possess or be able to obtain a SECRET clearance. Bachelor's degree or equivalent combination of formal education, experience (8 years directly related experience). Working knowledge of government administrative procedures is a plus. Previous management/supervisory experience. Self-starter with excellent inter-personal skills and attention to detail. Experience with the Federal procurement process is preferred but not required. Proficiency in Microsoft applications (MS Word, PowerPoint and Excel)

### **Instructor - Lead**

**Minimum/General Experience and Responsibilities:** The Lead Instructor is responsible for the overall, development, scheduling, and delivery of a comprehensive training curriculum (e.g., criminal investigations, interrogation techniques, intelligence management, law enforcement and investigative techniques, crisis response team training/hostage rescue, intervention tactics, etc.). Additional responsibilities include, but are not limited: Analyze curricula, and identify deficiencies. Develops authoritative recommendations and implement changes or improvements to curricula; Provide advice



to in-country Program Manager in the design/construction of a tactical training center to ensure adequate, cost effective and appropriate training facilities are built to complement the delivery of training programs; Oversee and manage other instructors; Assure the accuracy, currency, appropriateness, and professionalism of training materials; and Prepare assessments, training material, and other administrative reports as needed.

**Professional Qualifications/Skills:** Must be a U.S. citizen and possess or have the ability to obtain a Secret clearance. A Bachelor's Degree is required. A combination of six (6) years operational and/or training experience (police or military) in the area of special operations tactics (e.g., SWAT, hostage rescue, etc.). Experience in MS Office software (i.e.: Word, Excel, PowerPoint, etc.).

### **Instructor I**

**Minimum/General Experience:** Develop and present security related training to government, non-government and foreign national personnel in a formal classroom setting.

**Functional Responsibility:** Develop and prepare course outlines, training aids, and classroom materials for the Program Office and other security training as designated by the Contracting Officer's Representative (COR). Topics include a variety of security, anti-terrorism, First Responder, first aid, and law enforcement topics. Class duration may vary from three to fifteen days in duration. Work with local and foreign national law enforcement, military and medical control officers in coordinating the training, logistics, and any equipment needed. Review department policies, procedures and manuals provide update information as requested.

**Professional Qualifications/Skills:** A minimum of 5 years experience in providing security related training to government, non-government and foreign national personnel is desired. Should possess a minimum of eight years experience in the associated field. Some training areas will require the candidate to maintain specific certifications and be a graduate of specific industry schools. Must have experience designing course curriculum in the area of instruction and be a graduate of an instructor training course or teaching program.

### **Instructor II**

**Minimum/General Experience:** Develop and present security related training to government, non-government and foreign national personnel in a formal classroom setting.

**Functional Responsibility:** Develop and prepare course outlines, training aids, and classroom materials for the Program Office and other security training as designated by the Contracting Officer's Representative (COR). Topics include a variety of security, anti-terrorism, First Responder, first aid, and law enforcement topics. Class duration may vary from three to fifteen days in duration. Work with local and foreign national law enforcement, military and medical control officers in coordinating the training, logistics, and any equipment needed. Review department policies, procedures and manuals provide update information as requested.

**Professional Qualifications/Skills:** A minimum of 7 years experience in providing security related training to government, non-government and foreign national personnel is desired. Should possess a



minimum of ten years experience in the associated field. Some training areas will require the candidate to maintain specific certifications and be a graduate of specific industry schools. Must have experience designing course curriculum

### **Instructor III**

**Minimum/General Experience:** Develop and present security related training to government, non-government and foreign national personnel in a formal classroom setting.

**Functional Responsibility:** Develop and prepare course outlines, training aids, and classroom materials for the Program Office and other security training as designated by the Contracting Officer's Representative (COR). Topics include a variety of security, anti-terrorism, First Responder, first aid, and law enforcement topics. Class duration may vary from three to fifteen days in duration. Work with local and foreign national law enforcement, military and medical control officers in coordinating the training, logistics, and any equipment needed. Review department policies, procedures and manuals provide update information as requested.

**Professional Qualifications/Skills:** A minimum of 8 years experience in providing security related training to government, non-government and foreign national personnel is desired. Should possess a minimum of twelve years experience in the associated field. Some training areas will require the candidate to maintain specific certifications and be a graduate of specific industry schools. Must have experience designing course curriculum

### **Instructor IV**

**Minimum/General Experience:** Develop and present security related training to government, non-government and foreign national personnel in a formal classroom setting.

**Functional Responsibility:** Develop and prepare course outlines, training aids, and classroom materials for the Program Office and other security training as designated by the Contracting Officer's Representative (COR). Topics include a variety of security, anti-terrorism, First Responder, first aid, and law enforcement topics. Class duration may vary from three to fifteen days in duration. Work with local and foreign national law enforcement, military and medical control officers in coordinating the training, logistics, and any equipment needed. Review department policies, procedures and manuals provide update information as requested.

**Professional Qualifications/Skills:** A minimum of 10 years experience in providing security related training to government, non-government and foreign national personnel is desired. Should possess a minimum of fifteen years experience in the associated field. Some training areas will require the candidate to maintain specific certifications and be a graduate of specific industry schools. Must have experience designing course curriculum



## **Language Services Liaison**

**General Description:** The Language Services Liaison reports to the Chief, Administrative Staff and serves as a communication bridge between the government and Language Services (LS). The Liaison is in constant communication and coordination regarding changes involving interpreter assignments to arrival of foreign delegations at US Point of Entry to training site and through the final time of departure from US Point of Exit.

**Functional Responsibilities:** Coordinates the assignment of qualified interpreters and administrative escort officers in a timely manner and informs each training site of those assigned; Contacts the identified interpreters and briefs the training program they have been assigned so they might better prepare for the current assignment; Creates briefing materials and makes sure each interpreter receives the packet; Coordinates all foreign delegation arrivals with US Immigration and Naturalization Service and US Customs to ensure a smooth entry, as well as a timely processing of the delegations into the U.S; Provides budget input for Language Service support issues for funding issue resolutions; Coordinates, advises and mentors potential interpreter candidates and maintains written and oral communication files with all interpreters, training site personnel and persons expressing an interest in joining the interpreting support program.

**Professional Qualifications/Skills:** US citizen and possess or be able to obtain/maintain a SECRET clearance. Bachelor of Arts Degree with an emphasis in communication, language or related fields is preferred. Minimum of ten years experience in travel regulations, contract procurement inventory and transportation is preferred. Working knowledge of MS Office Suites software (e.g., Word, Excel, Access Outlook, etc).

## **Logistician**

**Minimum/General Experience and Responsibilities:** Provides oversight and management to direct the overall inventory, accountability, warehousing, procurement, maintenance and serviceability of all tactical equipment, supplies and materials (i.e., weapons, vehicles, etc.) needed to for CONUS and OCONUS security services and training programs. Additional responsibilities include, but are not limited to: Coordinate all shipping and of equipment. Conduct bench checks of all equipment prior to shipping, and after receiving; Responsible for accountability and safe and secure storage and transportation of ammunition and hazardous pyrotechnic devices; Conduct first line maintenance and safety inspections of all weapons including firearms on a routine basis and is responsible for contracting with proper shipment to weapons repair facilities in the U.S. of all weapons requiring second line maintenance, repair, or replacement; Provide day-to-day coordination, liaison and oversight of host country contractors responsible for the construction of in-country training facilities; Reviews and approves work orders and ensures work is completed satisfactorily; Develop inventory, accountability, and other related reports; and Monitors and keeps abreast of the frequently changing regulations pertaining to handling, shipping, and storage of tactical equipment.

**Professional Qualifications/Skills:** Must be a U.S. citizen and possess or be able to obtain a SECRET clearance. Seven (7) to ten (10) years experience in a military or police supply organization that includes the readiness of special operations tactical equipment. Understanding of logistical and fiscal support of overseas operations and the ability to solve real-world problems under short deadlines.



Excellent technical writing and communications skills. Proficiency in Microsoft applications (MS Word, PowerPoint and Excel)

### **Logistics Financial Analyst**

**Minimum/General Experience:** Will maintain and control a system of records relative to purchasing and/or logistics for all contracting activities. Will evaluate the services of vendors and subcontractors and assist in evaluating the quality of items purchased and services provided. Review purchase requisitions for need, and compliance with Government standards (FARs), and completeness for the correct documentation to satisfy Government requirements. Maintains and adheres to the agency's purchasing policies. Maintains and controls the Fixed Asset Inventory. Review and maintains the Purchase Order module of the in-house Accounting System.

**Functional Responsibility: Purchasing:** Process purchase requisitions, purchase orders, and paperwork related to the purchase of materials and services for the Division. Select, justify, and negotiate the selection of vendors/subcontractors to provide supplies and services. Obtain competitive pricing for materials/services over \$500 in order to obtain the lowest pricing available or prepare a justification letter for choosing another vendor or sole source selection. Ensure the proper documentation (Reps & Certs and CO approval) are maintained for all purchase orders over \$5,000 in order to adhere to all government regulations (FARs) and Company policy in the execution of subcontracting and purchasing. Maintain the Purchase Order module of the in-house Accounting system to include issuance of purchase order, distribution of all reports to the appropriate personnel. Maintain and adhere to the Department's Procurement Manual and Purchasing Policy. Maintain the appropriate files and logs to support the purchasing function and contracting activities. Develop and implement procedures for Project Managers to follow in processing requisitions.

**Logistics:** Maintain the records and control the fixed asset inventory. Perform inventory control, property management and maintain over 1,000 line items of supplies and equipment. Direct the accurate preparation and maintenance of stock record accounts, property registers, and source documents. Establish stock control levels and determine at what point items must be requisitioned in order to maintain the appropriate inventory level. Control all requisitioned items back orders, and due-in and due-out records to ensure proper procurement identification. Authorize and direct the preparation of requests for local direct purchase transactions and work with Federal purchasing groups. Determine the status of repairable items with respect to rework, salvage, or final disposition. Maintain contact with customer representatives and other Government contractors in answering questions about Government property.

**Minimum Education:** Undergraduate degree desired. 5 years of related finance, budget, logistics, office management, or procurement experience may be substituted for the degree requirements. Must have 4 years specialized procurement and logistics experience. Must be proficient with excel and a database program to support reporting, budgeting, and tracking work activities. Must have sufficient computer and word processor skills to accomplish basic inventory and records keeping entries into supply forms in use. Ability to communicate, orally and in writing, and coordinate actions effectively with individuals at all organizational and management levels within, and external to, the Department.



## Logistics Manager

**Description:** Evaluates and assists in developing system design for supportability and integrated logistics support elements (maintenance planning; manpower and personnel; training and training support; supply; support equipment; handling, storage, and transportability; reliability and maintainability). Coordinates detailed analyses to ensure the integration of support considerations into the design process. Evaluates design concepts to determine if concepts satisfying support requirements and develop alternate support concepts as required. Provides various types of management and technical support to projects in areas such as: training, logistic, acquisition management, configuration management, data management, program control and/or manpower planning. Requires the ability to plan and carry out complex projects to completion and an extensive knowledge of concepts, practices, and procedures to perform one or more of the above listed functions.

**Professional Qualifications/Skills:** Bachelors Degree in applicable engineering field or equivalent. Five to eight years of logistics engineering experience. Knowledge of Government regulations, manuals, technical orders, standards, and industry publications related to logistics support.

## Logistics Manager II

**Description:** Evaluates and assists in developing system design for supportability and integrated logistics support elements (maintenance planning; manpower and personnel; training and training support; supply; support equipment; handling, storage, and transportability; reliability and maintainability). Coordinates detailed analyses to ensure the integration of support considerations into the design process. Evaluates design concepts to determine if concepts satisfying support requirements and develop alternate support concepts as required. Provides various types of management and technical support to projects in areas such as: training, logistic, acquisition management, configuration management, data management, program control and/or manpower planning. Requires the ability to plan and carry out complex projects to completion and an extensive knowledge of concepts, practices, and procedures to perform one or more of the above listed functions.

**Professional Qualifications/Skills:** Bachelors Degree in applicable engineering field or equivalent. Seven to nine years of logistics experience. Knowledge of Government regulations, manuals, technical orders, standards, and industry publications related to logistics support. Experience with international logistics issues a plus.

## Logistics Manager III

**Description:** Evaluates and assists in developing system design for supportability and integrated logistics support elements (maintenance planning; manpower and personnel; training and training support; supply; support equipment; handling, storage, and transportability; reliability and maintainability). Coordinates detailed analyses to ensure the integration of support considerations into the design process. Evaluates design concepts to determine if concepts satisfying support requirements and develop alternate support concepts as required. Provides



various types of management and technical support to projects in areas such as: training, logistic, acquisition management, configuration management, data management, program control and/or manpower planning. Requires the ability to plan and carry out complex projects to completion and an extensive knowledge of concepts, practices, and procedures to perform one or more of the above listed functions.

**Professional Qualifications/Skills:** Bachelors Degree in applicable engineering field or equivalent. Eight to ten years of logistics and/or management experience. Knowledge of Government regulations, manuals, technical orders, standards, and industry publications related to logistics support. Experience with international logistics issues a plus. Eligible for a government clearance is a plus.

#### **Logistics Manager IV \***

Description: **Evaluates and assists in developing system design for supportability and integrated logistics support elements (maintenance planning; manpower and personnel; training and training support; supply; support equipment; handling, storage, and transportability; reliability and maintainability. Coordinates detailed analyses to ensure the integration of support considerations into the design process. Evaluates design concepts to determine if concepts satisfying support requirements and develop alternate support concepts as required. Provides various types of management and technical support to projects in areas such as: training, logistic, acquisition management, configuration management, data management, program control and/or manpower planning. Requires the ability to plan and carry out complex projects to completion and an extensive knowledge of concepts, practices, and procedures to perform one or more of the above listed functions.**

**Professional Qualifications/Skills:** Bachelors Degree in applicable engineering field or equivalent. Ten to fifteen years of logistics and/or management experience. Knowledge of Government regulations, manuals, technical orders, standards, and industry publications related to logistics support. Experience with international logistics issues a plus. Eligible for a government clearance is a plus. Excellent writing and budget skills.

#### **Logistics Manager V**

Description: **Evaluates and assists in developing system design for supportability and integrated logistics support elements (maintenance planning; manpower and personnel; training and training support; supply; support equipment; handling, storage, and transportability; reliability and maintainability. Coordinates detailed analyses to ensure the integration of support considerations into the design process. Evaluates design concepts to determine if concepts satisfying support requirements and develop alternate support concepts as required. Provides various types of management and technical support to projects in areas such as: training, logistic, acquisition management, configuration management, data management, program control and/or manpower planning. Requires the ability to plan and carry out complex projects to completion and an extensive knowledge of concepts, practices, and procedures to perform one or more of the above listed functions.**



**Professional Qualifications/Skills:** Bachelors Degree in applicable engineering field or equivalent. Fifteen or more years of logistics and/or management experience. Knowledge of Government regulations, manuals, technical orders, standards, and industry publications related to logistics support. Experience with international logistics issues a plus. Eligible for a government clearance is a plus. Excellent writing and budget skills.

### **Logistics Specialist I**

**Description/Experience:** Will maintain and control a system of records relative to purchasing and/or logistics for all contracting activities. Will evaluate the services of vendors and subcontractors and assist in evaluating the quality of items purchased and services provided. Review purchase requisitions for need, and compliance with Government standards (FARs), and completeness for the correct documentation to satisfy Government requirements. Maintains and adheres to the agency's purchasing policies. Maintains and controls the Fixed Asset Inventory. Review and maintains the Purchase Order module of the in-house Accounting System.

**Functional Responsibility: Purchasing:** Process purchase requisitions, purchase orders, and paperwork related to the purchase of materials and services for the Division. Select, justify, and negotiate the selection of vendors/subcontractors to provide supplies and services. Obtain competitive pricing for materials/services over \$500 in order to obtain the lowest pricing available or prepare a justification letter for choosing another vendor or sole source selection. Ensure the proper documentation (Reps & Certs and CO approval) are maintained for all purchase orders over \$5,000 in order to adhere to all government regulations (FARs) and Company policy in the execution of subcontracting and purchasing. Maintain the Purchase Order module of the in-house Accounting system to include issuance of purchase order, distribution of all reports to the appropriate personnel. Maintain and adhere to the Department's Procurement Manual and Purchasing Policy. Maintain the appropriate files and logs to support the purchasing function and contracting activities. Develop and implement procedures for Project Managers to follow in processing requisitions.

**Logistics:** Maintain the records and control the fixed asset inventory. Perform inventory control, property management and maintain over 1,000 line items of supplies and equipment. Direct the accurate preparation and maintenance of stock record accounts, property registers, and source documents. Establish stock control levels and determine at what point items must be requisitioned in order to maintain the appropriate inventory level. Control all requisitioned items back orders, and due-in and due-out records to ensure proper procurement identification. Authorize and direct the preparation of requests for local direct purchase transactions and work with Federal purchasing groups. Determine the status of repairable items with respect to rework, salvage, or final disposition. Maintain contact with customer representatives and other Government contractors in answering questions about Government property.

**Professional Qualifications/Skills:** Undergraduate degree desired. 2 years of related finance, budget, logistics, office management, or procurement experience may be substituted for the degree requirements. Must have 1 year specialized procurement and logistics experience. Must be proficient with excel and a database program to support reporting, budgeting, and tracking work activities. Must have sufficient computer and word processor skills to accomplish basic inventory and records keeping



entries into supply forms in use. Ability to communicate, orally and in writing, and coordinate actions effectively with individuals at all organizational and management levels.

## **Logistics Specialist II**

**Description/Experience:** Will maintain and control a system of records relative to purchasing and/or logistics for all contracting activities. Will evaluate the services of vendors and subcontractors and assist in evaluating the quality of items purchased and services provided. Review purchase requisitions for need, and compliance with Government standards (FARs), and completeness for the correct documentation to satisfy Government requirements. Maintains and adheres to the agency's purchasing policies. Maintains and controls the Fixed Asset Inventory. Review and maintains the Purchase Order module of the in-house Accounting System.

**Functional Responsibility: Purchasing:** Process purchase requisitions, purchase orders, and paperwork related to the purchase of materials and services for the Division. Select, justify, and negotiate the selection of vendors/subcontractors to provide supplies and services. Obtain competitive pricing for materials/services over \$500 in order to obtain the lowest pricing available or prepare a justification letter for choosing another vendor or sole source selection. Ensure the proper documentation (Reps & Certs and CO approval) are maintained for all purchase orders over \$5,000 in order to adhere to all government regulations (FARs) and Company policy in the execution of subcontracting and purchasing. Maintain the Purchase Order module of the in-house Accounting system to include issuance of purchase order, distribution of all reports to the appropriate personnel. Maintain and adhere to the Department's Procurement Manual and Purchasing Policy. Maintain the appropriate files and logs to support the purchasing function and contracting activities. Develop and implement procedures for Project Managers to follow in processing requisitions.

**Logistics:** Maintain the records and control the fixed asset inventory. Perform inventory control, property management and maintain over 1,000 line items of supplies and equipment. Direct the accurate preparation and maintenance of stock record accounts, property registers, and source documents. Establish stock control levels and determine at what point items must be requisitioned in order to maintain the appropriate inventory level. Control all requisitioned items back orders, and due-in and due-out records to ensure proper procurement identification. Authorize and direct the preparation of requests for local direct purchase transactions and work with Federal purchasing groups. Determine the status of repairable items with respect to rework, salvage, or final disposition. Maintain contact with customer representatives and other Government contractors in answering questions about Government property.

**Professional Qualifications/Skills:** Undergraduate degree desired. 7 years of related finance, budget, logistics, office management, or procurement experience may be substituted for the degree requirements. Must have 6 years specialized procurement and logistics experience. Must be proficient with excel and a database program to support reporting, budgeting, and tracking work activities. Must have sufficient computer and word processor skills to accomplish basic inventory and records keeping entries into supply forms in use. Ability to communicate, orally and in writing, and coordinate actions effectively with individuals at all organizational and management levels.



### **Logistics Specialist III**

**Description/Experience:** Will maintain and control a system of records relative to purchasing and/or logistics for all contracting activities. Will evaluate the services of vendors and subcontractors and assist in evaluating the quality of items purchased and services provided. Review purchase requisitions for need, and compliance with Government standards (FARs), and completeness for the correct documentation to satisfy Government requirements. Maintains and adheres to the agency's purchasing policies. Maintains and controls the Fixed Asset Inventory. Review and maintains the Purchase Order module of the in-house Accounting System.

**Functional Responsibility: Purchasing:** Process purchase requisitions, purchase orders, and paperwork related to the purchase of materials and services for the Division. Select, justify, and negotiate the selection of vendors/subcontractors to provide supplies and services. Obtain competitive pricing for materials/ services over \$500 in order to obtain the lowest pricing available or prepare a justification letter for choosing another vendor or sole source selection. Ensure the proper documentation (Reps & Certs and CO approval) are maintained for all purchase orders over \$5,000 in order to adhere to all government regulations (FARs) and Company policy in the execution of subcontracting and purchasing. Maintain the Purchase Order module of the in-house Accounting system to include issuance of purchase order, distribution of all reports to the appropriate personnel. Maintain and adhere to the Department's Procurement Manual and Purchasing Policy. Maintain the appropriate files and logs to support the purchasing function and contracting activities. Develop and implement procedures for Project Managers to follow in processing requisitions.

**Logistics:** Maintain the records and control the fixed asset inventory. Perform inventory control, property management and maintain over 1,000 line items of supplies and equipment. Direct the accurate preparation and maintenance of stock record accounts, property registers, and source documents. Establish stock control levels and determine at what point items must be requisitioned in order to maintain the appropriate inventory level. Control all requisitioned items back orders, and due-in and due-out records to ensure proper procurement identification. Authorize and direct the preparation of requests for local direct purchase transactions and work with Federal purchasing groups. Determine the status of repairable items with respect to rework, salvage, or final disposition. Maintain contact with customer representatives and other Government contractors in answering questions about Government property.

**Professional Qualifications/Skills:** Supervise subordinate Logistics personnel. Undergraduate degree desired. 9 years of related finance, budget, logistics, office management, or procurement experience may be substituted for the degree requirements. Must have 8 years specialized procurement and logistics experience. Must be proficient with excel and a database program to support reporting, budgeting, and tracking work activities. Must have sufficient computer and word processor skills to accomplish basic inventory and records keeping entries into supply forms in use. Ability to communicate, orally and in writing, and coordinate actions effectively with individuals at all organizational and management levels within, and external to, the Department.

### **Management Consultant IV**

**Description/Experience:** Provides authoritative advice and guidance to the Director and the Deputy Director of the government client program office and other government customer officials on



programs formulation, budgeting, planning, development, execution and evaluation.

**Functional Responsibility:** Develop/update office mission statement, statement of goals and objectives, and supporting organizational design and position descriptions; Develop/update office management processes and controls; Assist in development of formal office-wide and unit-specific operating policies and procedures; Coordinate program roles and responsibilities; Coordinate office-wide budget planning process and prepare the actual budget documents, including the annual Congressional Budget Justification; Identify and resolve highly complex, controversial and/or sensitive program management issues across the full range of training support and delivery activities; Brief officials within the State Department, U.S. intelligence community, Congressional Members and staff, Government Accounting Office, Office of Management and Budget, and other U.S. officials and participant nation officials, as appropriate, on plans, management, operations, budget, and key issues of the program; and Recommend, coordinate development, and assist in the administration of contracts, inter-agency agreements, and cooperative agreements with commercial companies, other U.S. agencies, non-Federal governmental organizations, and others for the provision of training and training-related services and equipment.

**Professional Qualifications/Skills:** A Master's degree in criminal justice, security management, or public administration. Ten (10) years experience as a program manager of a \$10-million+ annually budgeted program, with responsibility for program: demand analysis, delivery planning, budget formulation, operational implementation, and efficiency assurance. Five (5) years experience as a Regional Security Officer assigned to US Diplomatic or Consular posts is desired for some programs. Technical understanding of strategic, operational, and tactical level counterterrorism training. Previous experience in senior liaison and/or attaché positions. Demonstrated ability to work within the context of political and operational security organizations at a senior organizational level. Excellent written and oral communications skills. An understanding of organizational design, operational planning, budget, and logistical activities within the Department of State or other government agencies framework. Top Secret level security clearance with ability to qualify for special access. Willingness to travel domestically and/or abroad to include the developing world. Working knowledge in Microsoft applications (MS Word, PowerPoint and Excel).

## **Network Engineer II**

**Description/Experience:** Five years experience in wide area network engineering/operations. Three years of experience as a CNE, performing system administration tasks, and network engineering design and implementation. Three years experience in telecommunications operations to include communications monitoring and troubleshooting. Windows NT network experience is required. Desired knowledge and skills include, but are not limited to, the following areas:

- Extensive knowledge of telecommunications and data communications technology with emphasis on wide area networks.
- Extensive skills in performing wide area network planning, design, analysis and integration, and problem resolution.
- Broad knowledge of client server environment.
- Broad knowledge of remote communications operations and telecommunications hardware and software to include FDDI, ATM, and Sonet.



**Hardware experience** (to include but not limited to): knowledge of IBM PC clones XT, 80486, Pentium, and associated peripherals; wide area network hardware to include: hubs, routers, and T-1 lines; fiber, twisted pair, coax cable plants; connectors, file servers, and modems.

**Software experience includes:** extensive knowledge of Novell NetWare, Windows NT, cc:Mail, MS-DOS, Windows, ProCom, Norton Utilities, PCTools, Saber Menu System, Unix, Microsoft applications, TCP/IP, Novell, X.25, X.400, OS2, Network Monitoring Software (LANManager, OpenView), and Sniffer.

**Functional Responsibility:** Responsible for integrating, maintaining, operating, and managing the wide area network (WAN). This includes providing technical assistance, training, and hands-on help for all WAN hardware and software, and integration of WAN sites as required. Establishes and maintains current WAN configuration documentation. Oversees the activities of the WAN engineers and coordinates/integrates with the local area network (LAN) engineers. Responsible for the technical administrative support activities for the WAN to include: establishing, coordinating, and maintaining internal standards and procedures guides problem reports and final disposition of WAN problems. Responsible for leading the network team effort ensuring the full operational condition of WAN equipment, circuits and the performance quality of all WAN services. Primary WAN technical responsibilities include identifying requirements, providing solutions for user WAN integration, and providing operational support for all WAN hardware/software.

- Ensures coordination with other staff members of the LAN/WAN engineering team, hardware, and software teams.
- Develops and maintains standard operating procedures for proper use of test equipment, WAN operations, fault isolation and troubleshooting techniques, and other WAN related subjects.

Establishes and maintains WAN documentation.

**Professional Qualifications/Skills:** Bachelor's degree in electronic engineering, computer science, or management information systems. With seven years of experience a degree is not required. As required by the contract, must possess appropriate level clearance.

### **Network Engineer III**

**Description/Experience:** A minimum of five years experience in wide area network engineering/operations. Three years of experience as a CNE, performing system administration tasks, and network engineering design and implementation. Must have excellent writing and communication skills and be willing to travel internationally. Three years experience in telecommunications operations to include communications monitoring and troubleshooting. Windows NT network experience is required. Desired knowledge and skills include, but are not limited to, the following areas:

- Extensive knowledge of telecommunications and data communications technology with emphasis on wide area networks.
- Extensive skills in performing wide area network planning, design, analysis and integration, and problem resolution.
- Broad knowledge of client server environment.



- Broad knowledge of remote communications operations and telecommunications hardware and software to include FDDI, ATM, and Sonet.

**Hardware experience** (to include but not limited to): knowledge of IBM PC clones XT, 80486, Pentium, and associated peripherals; wide area network hardware to include: hubs, routers, and T-1 lines; fiber, twisted pair, coax cable plants; connectors, file servers, and modems.

**Software experience includes:** extensive knowledge of Novell NetWare, Windows NT, cc:Mail, MS-DOS, Windows, ProCom, Norton Utilities, PCTools, Saber Menu System, Unix, Microsoft applications, TCP/IP, Novell, X.25, X.400, OS2, Network Monitoring Software (LANManager, OpenView), and Sniffer.

**Functional Responsibility:** Responsible for integrating, maintaining, operating, and managing the wide area network (WAN). This includes providing technical assistance, training, and hands-on help for all WAN hardware and software, and integration of WAN sites as required. Establishes and maintains current WAN configuration documentation. Oversees the activities of the WAN engineers and coordinates/integrates with the local area network (LAN) engineers. Responsible for the technical administrative support activities for the WAN to include: establishing, coordinating, and maintaining internal standards and procedures guides problem reports and final disposition of WAN problems. Responsible for leading the network team effort ensuring the full operational condition of WAN equipment, circuits and the performance quality of all WAN services. Primary WAN technical responsibilities include identifying requirements, providing solutions for user WAN integration, and providing operational support for all WAN hardware/software.

- Ensures coordination with other staff members of the LAN/WAN engineering team, hardware, and software teams.
- Develops and maintains standard operating procedures for proper use of test equipment, WAN operations, fault isolation and troubleshooting techniques, and other WAN related subjects.

Establishes and maintains WAN documentation.

**Professional Qualifications/Skills:** Bachelor's degree in electronic engineering, computer science, or management information systems. With ten years of experience a degree is not required. As required by the contract, must possess appropriate level clearance.

## **Office Administrator II**

**Minimum/General Experience and Responsibilities:** The Office Administrator is responsible for establishing and managing administrative office procedures in coordination with the client Director and Executive staff. The duties and responsibilities of the Office Administrator include, but are not limited to: Edit and provide quality review of administrative products; Generate documentation and submit registration for all ATA staff training; Conduct in- and out-processing procedures for new hire and terminated employees to include assigning workspace, and generating documentation for computer access, and IDs and access programming for all ATA personnel; Maintain ATA databases, documents, correspondence, and archives; Coordinate building and facilities maintenance with EX, GSA Property Management, Redwood Property Management, vendors, and outside contractors; Order office supplies and equipment, and organize repairs of office equipment; Coordinate building and



office equipment support requirements; Support proper security protocol, act as visitor escort, and oversee proper storage and handling of classified documents and the destruction of classified material as directed; Responsible for receipt and distribution of office mail and preparation of interoffice and external mail to include U.S. domestic/foreign mail FedEx, UPS, etc.; Assist in preparation of time and attendance records for Government hires, and collect contractor time and attendance records for signature by COR; and Maintain Workgroup Templates and Outlook Public Folders.

**Professional Qualifications/Skills:** MUST be U.S. citizen and possess or be able to obtain a SECRET clearance. Bachelor's degree or eight years of equivalent experience performing administrative support may be substituted for education. Must be highly organized and have excellent oral and written communication skills. Must possess experience using word processing, project management and desktop publishing software and hardware. Ability to handle multiple tasks simultaneously. Experience in decentralized training programs is desirable. Working knowledge of MS Office software (Word, Excel, Access, TANDA, etc.)

## **Personnel Specialist II**

**Minimum/General Experience and Responsibilities:** **The Personnel Specialist serves as the program's primary manager of direct hire and contract personnel matters. Specific responsibilities include, but are not limited to: Assist in the preparation of statements of work, justifications, cost benefit analyses, government cost estimates, and various other documents pertaining to personal procurement to ensure funding levels and performance periods are adequate; Works with government Personnel office to ensure all vacant Civil Service and Foreign Service positions have valid position descriptions, are advertised, and filled; Develop a system for maintaining training needs and certifications for all government and contract personnel; Develop and maintain Standard Operating Procedures for hiring new government and contract employees; Monitor the organizational personnel needs; Develop Standard Operating Procedures for managing employee recognition, training, position development, and staffing needs; Coordinate with government Personnel to ensure staffing needs and training requirements are recorded; Assist with the administration of policies and procedures, and maintain and control employee's files to ensure confidentiality.**

**Professional Qualifications/Skills:** Must be a US Citizen and possess or be able to obtain a SECRET clearance. Bachelor's degree or equivalent combination of formal education, experience (5 years directly related experience). Working knowledge of DOS/ATA administrative procedures is a plus. Self-starter with excellent inter-personal skills and attention to detail. Experience with the Federal procurement process is preferred but not required. Proficiency in Microsoft applications (MS Word, PowerPoint and Excel)

## **Procurement Manager**

**Minimum/General Experience:** Advises, assists, prepares and reviews all information involved in preparation of Support Request Forms. Coordinate with vendors for pricing, receipt of supplies and services and the quality and acceptability of these supplies and services; evaluates vendor



performance; monitor and maintain continuity in the procurement process; and verifies budget numbers prior to submission of requisitions.

**Functional Responsibility:** Advises Chief, Logistics Support Branch on logistics matters and assumes the duties and responsibilities of the Chief, Logistics Support Branch during his absence; Responsible for daily procurement of all supplies and services to support assigned Programs; Prepares purchase orders and requisitions. Develops data input to allocate funds for purchases; Maintains detailed oversight of all procurements of weapons, ammunition, police supplies, training aids and ordnance supplies and equipment; Specializes in purchasing, contracting and performing various duties incident to the acquisition of supplies and services; purchases via open market from commercial vendors and government agencies; Researches, develops, renews and monitors Purchase Orders; and Maintains excellent relationships with various vendors and contractors.

**Professional Qualifications/Skills:** Must be US citizen and possess or be able to obtain/maintain a SECRET clearance. Possess a Bachelors Degree or have at least five (5) years experience in Logistics. Minimum of (5) years experience in supply inventory control, procurement and transportation. Working knowledge of MS Office 2000 or XP software (e.g., Excel, Access, Outlook, etc).

#### **Program Coordinator IV**

**Minimum/General Experience and Responsibilities:** The duties and responsibilities for the Executive Program Coordinator are, but not limited to: Assist in coordinating over 23 different Anti-Terrorism Assistance programs; Maintain procurement records for items and services purchased and compile with internal annual reports for the ATA warehouse; Arrange for future transportation requirements for visiting foreign guests; Monitor and analyze all training course for the year to insure hotel rooms are booked and requisite contracts are signed for participants attending the course; funding is allocated and monitored, and payments for Per Diem for foreign visitors is ensured when requested; Responsible for coordinating all official luncheons for foreign visitors; assist with menu selection based on religious or cultural requirements; meet and greet all guests (i.e. Foreign Officials, Ambassadors and high-ranking DOS guests) and prepare all SRF for payments; and DS/ATA Fleet Management Coordinator for all assigned GSA fleet vehicles supporting the ATA operation, manages vehicle usage, servicing and coordinate programmed vehicle replacement through GSA and DOS procurement services.

**Professional Qualifications/Skills:** Must be a US citizen and possess or be able to obtain a SECRET clearance. Bachelor's Degree in accounting of financial management. Minimum of seven (7) years of procurement experience, preferably with a government agency. Experience with the Federal procurement process is preferred but not required. Experience with Microsoft Office Suites applications and other database software packages utilized for financial management. Self-starter with excellent inter-personal skills and attention to detail. Some travel is required

#### **Program Manager**

Description: **Management of contract support operations with personnel in different locations. Plans, directs and coordinates all contract support activities with management. Relates to the**



**government managers assigned to the program including the Contracting Officer Representative (COR). Recruits and delegates personnel to perform assigned tasks and makes changes as needed in order to effectively direct contract support activities. Provides specific technical engineering expertise in the area of security/facility management services. Devises and applies innovative approaches to solving non-routine technical design and operations problems. Interprets policies and goals of the organization for subordinates and negotiates and makes decisions for the company.**

**Experience:** Training, work experience, and industry/government credentials demonstrating the ability to perform high-level analysis, manage major contract efforts, or lead specialized project initiatives. Recent experience in principal position with over ten years of progressive experience in any of the following areas, as appropriate: program/project strategic planning, acquisition program policies/procedures and documentation, program/project planning and management, program execution and coordination, program budget/POM analysis and development, and life cycle planning. Experience may also include analysis of contractor performance, development of top-level program processes, life cycle costing and design to ownership objectives, and privatization studies. Experience will include Computer-Aided Management applications.

**Functional Responsibility:** Responsible for working independently and performing direct interface with the ordering agency's senior technical, and management personnel for: high order program/project planning; analysis of acquisition strategies, assessment of turn-key development/production concepts, and buy-build cost trade-off analysis; management and analysis services to identify areas for program process improvements; and providing guidance in the development of program/project management and acquisition support products by task personnel. Performs analysis of program goals, mission objectives, and schedule and cost performance. Identifies program/project problem areas and provides recommendations for resolution action.

**Professional Qualifications/Skills:** Bachelors degree with advanced degree preferred or equivalent work experience. Ten years of technical or managerial experience in engineering and resources management with six years in supervision of substantial engineering or telecommunications projects.

#### Program Manager I

**Description: Management of contract support operations with personnel in different locations. Plans, directs and coordinates all contract support activities with management. Relates to the government managers assigned to the program including the Contracting Officer Representative (COR). Recruits and delegates personnel to perform assigned tasks and makes changes as needed in order to effectively direct contract support activities. Provides specific technical engineering expertise in the area of security/facility management services. Devises and applies innovative approaches to solving non-routine technical design and operations problems. Interprets policies and goals of the organization for subordinates and negotiates and makes decisions for the company.**

**Experience:** Training, work experience, and industry/government credentials demonstrating the ability to perform high-level analysis, manage major contract efforts, or lead specialized project initiatives. Recent experience in principal position with over ten years of progressive experience in any of the following areas, as appropriate: program/project strategic planning, acquisition program



policies/procedures and documentation, program/project planning and management, program execution and coordination, program budget/POM analysis and development, and life cycle planning. Experience may also include analysis of contractor performance, development of top-level program processes, life cycle costing and design to ownership objectives, and privatization studies. Experience will include Computer-Aided Management applications.

**Functional Responsibility:** Responsible for working independently and performing direct interface with the ordering agency's senior technical, and management personnel for: high order program/project planning; analysis of acquisition strategies, assessment of turn-key development/production concepts, and buy-build cost trade-off analysis; management and analysis services to identify areas for program process improvements; and providing guidance in the development of program/project management and acquisition support products by task personnel. Performs analysis of program goals, mission objectives, and schedule and cost performance. Identifies program/project problem areas and provides recommendations for resolution action.

**Professional Qualifications/Skills:** Bachelors degree with advanced degree preferred or equivalent work experience. Twelve years of technical or managerial experience in engineering and resources management with seven years in supervision of substantial engineering or telecommunications projects.

## Program Manager II

**Description: Management of contract support operations with personnel in different locations. Plans, directs and coordinates all contract support activities with management. Relates to the government managers assigned to the program including the Contracting Officer Representative (COR). Recruits and delegates personnel to perform assigned tasks and makes changes as needed in order to effectively direct contract support activities. Provides specific technical engineering expertise in the area of security/facility management services. Devises and applies innovative approaches to solving non-routine technical design and operations problems. Interprets policies and goals of the organization for subordinates and negotiates and makes decisions for the company.**

**Experience:** Training, work experience, and industry/government credentials demonstrating the ability to perform high-level analysis, manage major contract efforts, or lead specialized project initiatives. Recent experience in principal position with over ten years of progressive experience in any of the following areas, as appropriate: program/project strategic planning, acquisition program policies/procedures and documentation, program/project planning and management, program execution and coordination, program budget/POM analysis and development, and life cycle planning. Experience may also include analysis of contractor performance, development of top-level program processes, life cycle costing and design to ownership objectives, and privatization studies. Experience will include Computer-Aided Management applications.

**Functional Responsibility:** Responsible for working independently and performing direct interface with the ordering agency's senior technical, and management personnel for: high order program/project planning; analysis of acquisition strategies, assessment of turn-key development/production concepts, and buy-build cost trade-off analysis; management and analysis services to identify areas for program process improvements; and providing guidance in the



development of program/project management and acquisition support products by task personnel. Performs analysis of program goals, mission objectives, and schedule and cost performance. Identifies program/project problem areas and provides recommendations for resolution action.

**Professional Qualifications/Skills:** Bachelors degree with advanced degree preferred or equivalent work experience. Fifteen years of technical or managerial experience in engineering and resources management with eight years in supervision of substantial engineering or telecommunications projects.

### Program Manager III

Description: **Management of contract support operations with personnel in different locations. Plans, directs and coordinates all contract support activities with management. Relates to the government managers assigned to the program including the Contracting Officer Representative (COR). Recruits and delegates personnel to perform assigned tasks and makes changes as needed in order to effectively direct contract support activities. Provides specific technical engineering expertise in the area of security/facility management services. Devises and applies innovative approaches to solving non-routine technical design and operations problems. Interprets policies and goals of the organization for subordinates and negotiates and makes decisions for the company.**

**Experience:** Training, work experience, and industry/government credentials demonstrating the ability to perform high-level analysis, manage major contract efforts, or lead specialized project initiatives. Recent experience in principal position with over ten years of progressive experience in any of the following areas, as appropriate: program/project strategic planning, acquisition program policies/procedures and documentation, program/project planning and management, program execution and coordination, program budget/POM analysis and development, and life cycle planning. Experience may also include analysis of contractor performance, development of top-level program processes, life cycle costing and design to ownership objectives, and privatization studies. Experience will include Computer-Aided Management applications.

**Functional Responsibility:** Responsible for working independently and performing direct interface with the ordering agency's senior technical, and management personnel for: high order program/project planning; analysis of acquisition strategies, assessment of turn-key development/production concepts, and buy-build cost trade-off analysis; management and analysis services to identify areas for program process improvements; and providing guidance in the development of program/project management and acquisition support products by task personnel. Performs analysis of program goals, mission objectives, and schedule and cost performance. Identifies program/project problem areas and provides recommendations for resolution action.

**Professional Qualifications/Skills:** Bachelors degree with advanced degree preferred or equivalent work experience. Seventeen years of technical or managerial experience in engineering and resources management with nine years in supervision of substantial engineering or telecommunications projects.



#### Program Manager IV

Description: **Management of contract support operations with personnel in different locations. Plans, directs and coordinates all contract support activities with management. Relates to the government managers assigned to the program including the Contracting Officer Representative (COR). Recruits and delegates personnel to perform assigned tasks and makes changes as needed in order to effectively direct contract support activities. Provides specific technical engineering expertise in the area of security/facility management services. Devises and applies innovative approaches to solving non-routine technical design and operations problems. Interprets policies and goals of the organization for subordinates and negotiates and makes decisions for the company.**

**Experience:** Training, work experience, and industry/government credentials demonstrating the ability to perform high-level analysis, manage major contract efforts, or lead specialized project initiatives. Recent experience in principal position with over ten years of progressive experience in any of the following areas, as appropriate: program/project strategic planning, acquisition program policies/procedures and documentation, program/project planning and management, program execution and coordination, program budget/POM analysis and development, and life cycle planning. Experience may also include analysis of contractor performance, development of top-level program processes, life cycle costing and design to ownership objectives, and privatization studies. Experience will include Computer-Aided Management applications.

**Functional Responsibility:** Responsible for working independently and performing direct interface with the ordering agency's senior technical, and management personnel for: high order program/project planning; analysis of acquisition strategies, assessment of turn-key development/production concepts, and buy-build cost trade-off analysis; management and analysis services to identify areas for program process improvements; and providing guidance in the development of program/project management and acquisition support products by task personnel. Performs analysis of program goals, mission objectives, and schedule and cost performance. Identifies program/project problem areas and provides recommendations for resolution action.

**Professional Qualifications/Skills:** Bachelors degree with advanced degree preferred or equivalent work experience. Twenty years of technical or managerial experience in engineering and resources management with ten years in supervision of substantial engineering or telecommunications projects.

#### Project Manager

Description: **Works independently to provide support to client facility-wide security systems. Plans and directs highly technical projects involving detailed analysis, alternative solutions, designs of technical and business solutions. Provides direction for subordinates to achieve levels of performance to meet contract goals. Works in concert with the direction of the program manager and government Contract Officer Representative (COR) and management. Tests and sets up all related video equipment such as codex units, sound systems, graphics cameras, and commercial interfaces. Secures services for events that use technology not in the client inventory. Provides customer assistance, planning for additional services, training, and assistance in verifying vendor charges, accurate inventories of all telecommunications equipment. The Project**



**Manager is responsible for the overall management of specific task orders and solution of problems in a timely manner.**

**Experience:** Six years of experience (three with an advanced degree) in analyst positions involving any of the following areas, as appropriate: program/project strategic planning, acquisition program policies/procedures and documentation, program/project planning and management, program execution and coordination, program budget/POM analysis and development, and life cycle planning. Experience also may include analysis of contractor performance, development of top-level program processes, e-commerce/e-business initiatives, life cycle costing and design to ownership objectives, economic business case analysis, and privatization studies. Experience will also include Computer-Aided Management applications.

**Functional Responsibility:** As part of a task team provides program/project planning, management/execution and analysis services, and the associated preparation of program/project management and acquisition support products. Performs analysis of program goals, mission objectives, and schedule and cost performance. Identifies program/project problem areas and provides recommendations for resolution action. Performs analysis and studies in such areas as life cycle costing, design to ownership, economic business case prerequisites, and privatization. Develops work breakdown structures, management plans, and content for acquisition packages.

**Professional Qualifications/Skills:** Bachelors degree in engineering related disciplines or equivalent work experience and eight years of experience in management of complex business and technical project including information resources management. Four years managing or supervising engineering projects.

#### Safety Superintendent

**Description:** Coordinates and monitors sensitive aspects of the DoD, DoE, OSHA or other industrial safety programs, ensuring compliance with government and company safety policies and procedures. Develops and implements safety procedures in coordination with government agencies and management personnel. Monitors and conducts safety briefings and safety education programs. Investigates or oversees the investigation of safety violations and recommends corrective actions. Maintains liaison with outside agencies and keeps upper management informed of all safety activities. Develops procedures and coordinates procedure manual revisions. May provide work leadership to lower level employees. Performs other duties, as assigned.

**Professional Qualifications/Skills:** Bachelors degree or equivalent experience. Five years experience with OSHA safety standards and in-depth knowledge of OSHA and related government safety practice.

#### Security Technician I

**Description:** Maintains and supports operational security/facility management electronic systems with supervision. Installs, maintains, and operates keypad access control system and related camera equipment. Implements system testing and preventive maintenance program. Performs



**routine technical security integration functions related to the support of the development of security engineering activities such as set-up, operation, maintenance, modification, circuit testing, calibration and trouble shooting and repair of electronic or electro-mechanical systems, experimental design circuitry, prototype models or specialized test equipment. Works from schematics, logic diagrams, written and verbal descriptions, layouts or defend plans. Performs testing troubleshooting, aligning and adjusting of complete electronic and computer systems, equipment, or components.**

**Experience:** Eight years of experience in performing field installation, troubleshooting, repair and on-site operation and maintenance of electronic, electro-mechanical, and/or mechanical systems, subsystems and components, along with associated software and data/communication networks. Demonstrated ability to supervise the work of other engineers/technicians and to lead a task team.

**Functional Responsibility:** Works independently to install, operate, maintain, troubleshoot and/or repair highly complex mechanical, electronic or integrated systems. Applies working technical knowledge to perform routine or complex tasks in troubleshooting and repairing equipment. Supervises lower level field engineers or technicians in performing such activities as taking test measurements, performing test/calibration procedures, observing results, and recording information for evaluation. Applies advanced technical knowledge to solve unusually complex problems.

**Professional Qualifications/Skills:** High school diploma or equivalent and electronics training received from a technical or military trade school. One year of experience.

#### Security Technician II

**Description:** Maintains and supports operational security/facility management electronic systems with supervision. Installs, maintains, and operates keypad access control system and related camera equipment. Implements system testing and preventive maintenance program. Performs routine technical security integration functions related to the support of the development of security engineering activities such as set-up, operation, maintenance, modification, circuit testing, calibration and trouble shooting and repair of electronic or electro-mechanical systems, experimental design circuitry, prototype models or specialized test equipment. Works from schematics, logic diagrams, written and verbal descriptions, layouts or defend plans. Performs testing troubleshooting, aligning and adjusting of complete electronic and computer systems, equipment, or components.

**Experience:** Ten years of experience in performing field installation, troubleshooting, repair and on-site operation and maintenance of electronic, electro-mechanical, and/or mechanical systems, subsystems and components, along with associated software and data/communication networks. Demonstrated ability to supervise the work of other engineers/technicians and to lead a task team.

**Functional Responsibility:** Works independently to install, operate, maintain, troubleshoot and/or repair highly complex mechanical, electronic or integrated systems. Applies working technical knowledge to perform routine or complex tasks in troubleshooting and repairing equipment. Supervises lower level field engineers or technicians in performing such activities as taking test measurements, performing test/calibration procedures, observing results, and recording information for evaluation. Applies advanced technical knowledge to solve unusually complex problems.



Professional Qualifications/Skills: **High school diploma or equivalent and electronics training received from a technical or military trade school. One year of experience.**

### Security Technician III

**Description:** Maintains and supports operational security/facility management electronic systems with supervision. Installs, maintains, and operates keypad access control system and related camera equipment. Implements system testing and preventive maintenance program. Performs routine technical security integration functions related to the support of the development of security engineering activities such as set-up, operation, maintenance, modification, circuit testing, calibration and trouble shooting and repair of electronic or electro-mechanical systems, experimental design circuitry, prototype models or specialized test equipment. Works from schematics, logic diagrams, written and verbal descriptions, layouts or defend plans. Performs testing troubleshooting, aligning and adjusting of complete electronic and computer systems, equipment, or components.

**Experience:** Thirteen years of experience in performing field installation, troubleshooting, repair and on-site operation and maintenance of electronic, electro-mechanical, and/or mechanical systems, subsystems and components, along with associated software and data/communication networks. Demonstrated ability to supervise the work of other engineers/technicians and to lead a task team.

**Functional Responsibility:** Works independently to install, operate, maintain, troubleshoot and/or repair highly complex mechanical, electronic or integrated systems. Applies working technical knowledge to perform routine or complex tasks in troubleshooting and repairing equipment. Supervises lower level field engineers or technicians in performing such activities as taking test measurements, performing test/calibration procedures, observing results, and recording information for evaluation. Applies advanced technical knowledge to solve unusually complex problems.

Professional Qualifications/Skills: **High school diploma or equivalent and electronics training received from a technical or military trade school. One year of experience.**

### Subject Matter Expert I

**Minimum/General Experience:** Experience with subversive organizations and their methods of operation. Experience with national and international security practices. Experience with information and physical security practices required to safeguard personnel and classified information in a secure environment. Experience includes achieving recognized standing in a related professional field through outstanding contribution and the ability to plan, conduct, and direct research and/or development work on complex projects necessitating the origination and application of new and unique approaches in relation to the security nature of the project. Must be able to work independently of any direct supervision and provide technical direction and guidance to lower-level professional/technical personnel. Must be experienced in using own judgment and initiative in solving problems and performing technical tasks of the highest degree of complexity. Position is normally associated with those projects having the greatest visibility and monetary impact on an organization and which are unique in nature. Must be experienced



in advising superior in an advanced nature of assessed problems relating to the computer and technical operations of the facility or organization.

**Functional Responsibility:** Provide consulting services in accordance with or directly related to the security environment to members of management, the professional staff, and to the customer. Formulate general methods of investigation to be followed in research and development programs and develop solutions to specific technical problems, calling upon his/her specific training experience or unusual inventive talents, interpreting the results, and establishing the best approach to the problems involved. Plan and initiate studies for original or advanced areas of customer problems and determines the techniques or methods involved that will accomplish the objectives. Develop and analyze analytical data, techniques and methodology for the solution of highly complex problems. Review reports and other products intended for release to the public/customers to ensure that technical merit and style of presentation reflect the highest quality. Act in advisory capacity for the approach utilized in performing security tasks of unusual difficulty or complexity, frequently involving customer relationships; plan principles and procedures for accomplishing customer studies and gives expert professional analysis of methods and objectives. Analyze problem studies and problem history and prepare technical and managerial reports, including feasibility and desirability of extensions or modifications to the problem, program or system. Generally provide knowledge and problem-solving integral to the computer operations of a facility or organization not maintained within the security discipline.

**Professional Qualifications/Skills:** Graduate degree in a related security field preferred. 10 years of professional experience in security-related field (e.g., counterintelligence, investigations, industrial security, dignitary/VIP policy and security standard development, technical security, security countermeasures programs, access systems operation and management, personnel protection and protecting/security information, or region desk officer).

## **Subject Matter Expert II**

**Minimum/General Experience:** Experience with subversive organizations and their methods of operation. Experience with national and international security practices. Experience with information and physical security practices required to safeguard personnel and classified information in a secure environment. Experience includes achieving recognized standing in a related professional field through outstanding contribution and the ability to plan, conduct, and direct research and/or development work on complex projects necessitating the origination and application of new and unique approaches in relation to the security nature of the project. Must be able to work independently of any direct supervision and provide technical direction and guidance to lower-level professional/technical personnel. Must be experienced in using own judgment and initiative in solving problems and performing technical tasks of the highest degree of complexity. Position is normally associated with those projects having the greatest visibility and monetary impact on an organization and which are unique in nature. Must be experienced in advising superior in an advanced nature of assessed problems relating to the computer and technical operations of the facility or organization.

**Functional Responsibility:** Provide consulting services in accordance with or directly related to the security environment to members of management, the professional staff, and to the customer. Formulate general methods of investigation to be followed in research and development programs and develop solutions to specific technical problems, calling upon his/her specific training experience or unusual



inventive talents, interpreting the results, and establishing the best approach to the problems involved. Plan and initiate studies for original or advanced areas of customer problems and determines the techniques or methods involved that will accomplish the objectives. Develop and analyze analytical data, techniques and methodology for the solution of highly complex problems. Review reports and other products intended for release to the public/customers to ensure that technical merit and style of presentation reflect the highest quality. Act in advisory capacity for the approach utilized in performing security tasks of unusual difficulty or complexity, frequently involving customer relationships; plan principles and procedures for accomplishing customer studies and gives expert professional analysis of methods and objectives. Analyze problem studies and problem history and prepare technical and managerial reports, including feasibility and desirability of extensions or modifications to the problem, program or system. Generally provide knowledge and problem-solving integral to the computer operations of a facility or organization not maintained within the security discipline.

**Professional Qualifications/Skills:** Graduate degree in a related security field preferred. 15 years of professional experience in security-related field (e.g., counterintelligence, investigations, industrial security, dignitary/VIP policy and security standard development, technical security, security countermeasures programs, access systems operation and management, personnel protection and protecting/security information, or region desk officer).

### **Subject Matter Expert III**

**Minimum/General Experience:** Experience with subversive organizations and their methods of operation. Experience with national and international security practices. Experience with information and physical security practices required to safeguard personnel and classified information in a secure environment. Experience includes achieving recognized standing in a related professional field through outstanding contribution and the ability to plan, conduct, and direct research and/or development work on complex projects necessitating the origination and application of new and unique approaches in relation to the security nature of the project. Must be able to work independently of any direct supervision and provide technical direction and guidance to lower-level professional/technical personnel. Must be experienced in using own judgment and initiative in solving problems and performing technical tasks of the highest degree of complexity. Position is normally associated with those projects having the greatest visibility and monetary impact on an organization and which are unique in nature. Must be experienced in advising superior in an advanced nature of assessed problems relating to the computer and technical operations of the facility or organization.

**Functional Responsibility:** Provide consulting services in accordance with or directly related to the security environment to members of management, the professional staff, and to the customer. Formulate general methods of investigation to be followed in research and development programs and develop solutions to specific technical problems, calling upon his/her specific training experience or unusual inventive talents, interpreting the results, and establishing the best approach to the problems involved. Plan and initiate studies for original or advanced areas of customer problems and determines the techniques or methods involved that will accomplish the objectives. Develop and analyze analytical data, techniques and methodology for the solution of highly complex problems. Review reports and other products intended for release to the public/customers to ensure that technical merit and style of presentation reflect the highest quality. Act in advisory capacity for the approach utilized in performing security tasks of unusual difficulty or complexity, frequently involving customer relationships; plan



principles and procedures for accomplishing customer studies and gives expert professional analysis of methods and objectives. Analyze problem studies and problem history and prepare technical and managerial reports, including feasibility and desirability of extensions or modifications to the problem, program or system. Generally provide knowledge and problem-solving integral to the computer operations of a facility or organization not maintained within the security discipline.

**Professional Qualifications/Skills:** Graduate degree in a related security field preferred. 20 years of professional experience in security-related field (e.g., counterintelligence, investigations, industrial security, dignitary/VIP policy and security standard development, technical security, security countermeasures programs, access systems operation and management, personnel protection and protecting/security information, or region desk officer).

### **Subject Matter Expert IV**

**Minimum/General Experience:** Experience with subversive organizations and their methods of operation. Experience with national and international security practices. Experience with information and physical security practices required to safeguard personnel and classified information in a secure environment. Experience includes achieving recognized standing in a related professional field through outstanding contribution and the ability to plan, conduct, and direct research and/or development work on complex projects necessitating the origination and application of new and unique approaches in relation to the security nature of the project. Must be able to work independently of any direct supervision and provide technical direction and guidance to lower-level professional/technical personnel. Must be experienced in using own judgment and initiative in solving problems and performing technical tasks of the highest degree of complexity. Position is normally associated with those projects having the greatest visibility and monetary impact on an organization and which are unique in nature. Must be experienced in advising superior in an advanced nature of assessed problems relating to the computer and technical operations of the facility or organization.

**Functional Responsibility:** Provide consulting services in accordance with or directly related to the security environment to members of management, the professional staff, and to the customer. Formulate general methods of investigation to be followed in research and development programs and develop solutions to specific technical problems, calling upon his/her specific training experience or unusual inventive talents, interpreting the results, and establishing the best approach to the problems involved. Plan and initiate studies for original or advanced areas of customer problems and determines the techniques or methods involved that will accomplish the objectives. Develop and analyze analytical data, techniques and methodology for the solution of highly complex problems. Review reports and other products intended for release to the public/customers to ensure that technical merit and style of presentation reflect the highest quality. Act in advisory capacity for the approach utilized in performing security tasks of unusual difficulty or complexity, frequently involving customer relationships; plan principles and procedures for accomplishing customer studies and gives expert professional analysis of methods and objectives. Analyze problem studies and problem history and prepare technical and managerial reports, including feasibility and desirability of extensions or modifications to the problem, program or system. Generally provide knowledge and problem-solving integral to the computer operations of a facility or organization not maintained within the security discipline.

**Professional Qualifications/Skills:** Graduate degree in a related security field preferred. 25 years of professional experience in security-related field (e.g., counterintelligence, investigations, industrial security, dignitary/VIP policy and security standard development, technical security, security



countermeasures programs, access systems operation and management, personnel protection and protecting/security information, or region desk officer).

#### Superintendent/Task Supervisor

**Description:** Maintains recognized high-level technical expertise in a specific engineering discipline, products, applications, and/or processes. Provides on-site personnel administrative duties to include delegation of duties to subordinates to successfully complete a task or contract. Develops design criteria and/or provides technical advise on the design, production, or modification of new products, concepts, and projects. May direct the design, development and/or modification of products, applications, or processes. Work requires the highest degrees of creative ability.

**Professional Qualifications/Skills:** Bachelors degree in an engineering related discipline or equivalent work experience. 10 years of experience in task and personnel management.

#### Technical Director

**Description:** Maintains recognized high-level technical expertise in a specific engineering discipline, products, applications, and/or processes. Develops design criteria and /or provides technical advise on the design, production, or modification of new products, concepts, and projects. May direct the design, development, and/or modification of products, applications, or processes. Work requires the highest degrees of creative ability.

**Experience:** Ten years of experience in assembling/manufacturing, installing, operating and/or maintaining electronic, electro-mechanical, and/or mechanical systems, subsystems and components along with associated software and data/communication networks. Demonstrated ability to work independently, supervise other technicians, and manage a contract or major task effort.

**Functional Responsibility:** Works independently to assemble/manufacture, install, operate, maintain or repair highly complex mechanical, electronic or integrated systems. Applies working technical knowledge to perform routine or complex tasks in maintaining and repairing equipment. Supervises lower level technicians in performing such activities as manufacturing and assembling components, wiring circuits, and taking test measurements. Performs test/calibration procedures, observes results, and records information for evaluation. Applies advanced technical knowledge to solve unusually complex problems (i.e., those that typically cannot be solved solely by interpreting manufacturers' manuals or similar documents).

**Professional Qualifications/Skills:** Bachelors degree in an engineering related discipline or equivalent work experience. Ten years experience in all phases of systems engineering.

#### Technical Editor IV



**Minimum/General Experience and Responsibilities:** Responsible for creating, updating, and maintaining instructional training products, including facilitator guide, participant guide, PowerPoint presentations, scenarios, and course handouts. Additional responsibilities include but are not limited to: Work closely with Subject Matter Experts with development of lesson plans for ATA sponsored courses; Assess existing course materials and/or text outlined by subject matter expert to ensure appropriateness and professionalism of ATA training materials; Ensure that course materials are in proper format for training and that they comply with adult education and ATA standards; Most possess excellent command of the English language in order to Edit training documents; Utilize strong project management skills to ensure time sensitive delivery of products; and Maintain electronic library of all current versions of lesson plans and other training materials.

**Professional Qualifications/Skills:** Must be a U.S. citizen and possess or be able to obtain a SECRET clearance. Bachelor's degree with concentration in adult learning, education, or curriculum development or ISD certification and related experience. Demonstrated experience designing test/certification, course materials. Demonstrated Writing and Documentation skills. Advanced use of Microsoft Windows OS, Word and PowerPoint. Seven plus years of experience with Instructional Systems Design Preferred. Experience using all or some of the following software: Adobe FrameMaker, Macromedia Dreamweaver, Macromedia Flash. Proficiency in Microsoft applications (MS Word, PowerPoint and Excel)

### **Technical Writer I**

**Description:** Responsible for setting writing standards, creating and maintaining accurate user documentation in the creation of approved documents. Major responsibilities include, but are not limited to: using advanced techniques for preparing a variety of effective written materials; creating draft Statements of Work, contracts, Source & Justification documents, BPAs, needs assessments, program reviews, and other related items as required; write internal policy, procedure, knowledge-base, training, and other materials; review and modify existing documents; and development of document standards. Must have exceptional writing, editing, communication, and research skills necessary to ensure integrity and validity of all documents.

**Experience:** Two years of experience as technical writer or editor. Experience writing and editing a variety of publications to include newsletters, technical documents, promotional materials, and training manuals to assist communication within Security Technology field. Communicates to and from technical staff. Works under general supervision to edit, rewrite, proofread, and produce documents and publications. Familiarity with data processing environments, word processing systems, automated document processing, and on-line proofing is desired.

**Functional Responsibility:** Copies, edits, and rewrites on-line and hard copy documents for grammatical, syntactical and usage errors, spelling, punctuation and adherence to standards including consistency, format, and presentation in support of security related operations. Disseminates information from on-line sources. Proofreads documentation and graphics for accuracy and adherence to original documents. Provides quality control checking for documents received from reproduction and word processing. Assembles master copies including graphics, appendices, table of contents, and title pages. Assists in determining level of effort required for incoming documents processing. Assists in document



tracking and logging duties. Schedules printing and copying requirements with vendors. Coordinates production support for assigned documentation and projects

**Professional Qualifications/Skills:** Bachelor's degree in English or other relevant discipline. With 5 years of experience a degree is not required. As required by the contract, must possess appropriate level clearance. Strong command of the English language and the ability to articulate complex technical concepts in written form. Candidate must be able to work on multiple complex projects simultaneously.

## **Technical Writer II**

**Description:** Responsible for setting writing standards, creating and maintaining accurate user documentation in the creation of approved documents. Major responsibilities include, but are not limited to: using advanced techniques for preparing a variety of effective written materials; creating draft Statements of Work, contracts, Source & Justification documents, BPAs, needs assessments, program reviews, and other related items as required; write internal policy, procedure, knowledge-base, training, and other materials; review and modify existing documents; and development of document standards. Must have exceptional writing, editing, communication, and research skills necessary to ensure integrity and validity of all documents.

**Experience:** Six or more years of experience as technical writer or editor. Experience writing and editing a variety of publications to include newsletters, technical documents, promotional materials, and training manuals to assist communication within Security Technology field. Communicates to and from technical staff. Works under general supervision to edit, rewrite, proofread, and produce documents and publications. Familiarity with data processing environments, word processing systems, automated document processing, and on-line proofing is desired.

**Functional Responsibility:** Copies, edits, and rewrites on-line and hard copy documents for grammatical, syntactical and usage errors, spelling, punctuation and adherence to standards including consistency, format, and presentation in support of security related operations. Disseminates information from on-line sources. Proofreads documentation and graphics for accuracy and adherence to original documents. Provides quality control checking for documents received from reproduction and word processing. Assembles master copies including graphics, appendices, table of contents, and title pages. Assists in determining level of effort required for incoming documents processing. Assists in document tracking and logging duties. Schedules printing and copying requirements with vendors. Coordinates production support for assigned documentation and projects

**Professional Qualifications/Skills:** Bachelor's degree in English or other relevant discipline. With 10 years of experience a degree is not required. As required by the contract, must possess appropriate level clearance. Strong command of the English language and the ability to articulate complex technical concepts in written form. Candidate must be able to work on multiple complex projects simultaneously.

Technician-Laborer



**Description:** Maintains and supports operational security/facility management electronic systems with limited direction. Performs routine support to construction and systems integration activities. Works from schematics, logic diagrams, written and verbal descriptions, layouts or defend plans. Assist in the testing troubleshooting, aligning and adjusting of complete electronic and computer systems, equipment, or components. Implements system testing and preventive maintenance program. Solves complex electronic problems with limited direction. Assists with the design, planning, installation, implementation, and operation of facility and security alarm systems.

**Experience:** Four years of experience in assembling/ manufacturing, installing, operating and/or maintaining electronic, electro-mechanical, and/or mechanical systems, subsystems and components along with associated software and data/communication networks. Experience includes training on test equipment and diagnostics. Demonstrated ability to work independently, supervise other technicians, and function as a task leader.

**Functional Responsibility:** Works under general supervision to assemble/manufacture, install, operate, maintain or repair highly complex mechanical, electronic or integrated systems. Applies working technical knowledge to perform routine or complex tasks in maintaining and repairing equipment. Performs activities such as manufacturing and assembling components, wiring circuits, and taking test measurements. Performs preventive and corrective maintenance. Performs test/calibration procedures, observes results, and records information for evaluation.

**Professional Qualifications/Skills:** High school diploma or equivalent. Technical or military trade school. One year of experience.

### **Travel Operations Specialist**

**Minimum/General Experience and Responsibilities:** Responsible for the movement of work flow between travel coordinators to insure continuity of travel services. Major responsibilities include, but are not limited to: Support travel requirements for staff/instructors, to include reservations, travel authorization requests and travel orders in order to issue travel tickets; Receive and distribute itinerary specifics, provide travel documents to out-going staff/instructors; Create country clearance cables; Provide travel coordination support with Embassies and assist with travel vouchers; Monitor cancellation of trips and report de-obligation of fund requirements to ATA Administrative Division; Maintain records of authorization request forms, authorizations and vouchers.

**Professional Qualifications/Skills:** Must be a US citizen and possess or be able to obtain a SECRET clearance. Bachelor's degree or eight years of equivalent experience performing administrative support may be substituted for education. Experience in Microsoft Office software including PowerPoint, Excel. Experience using Travel Manager 8.0 Program or a similar program preferred. Must be highly organized and have excellent oral and written communication skills. Ability to handle multiple tasks simultaneously.

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***SPECIAL ITEM NUMBER 246-1000 - ANCILLARY SUPPLIES AND/OR SERVICES***

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Includes, but is not limited to: supplies and/or services necessary to install the system (from design through start-up), maintain the system (including maintenance agreements, which may not exceed the term of this contract), or training.

Ancillary Service **excludes:**

- Construction (construction is defined as alteration, or repair of buildings, structures, or other real property)
- Architectural Engineering Services (A&E) under the Brooks Architect-Engineers Act as stated in Federal Acquisition Regulation (FAR) Part 36. These services shall be ordered only in accordance with Part 36 and agency procedures, and shall not be included on a GSA contract order as an open market item.
- Personal services.
- Stand-alone services which are applicable to the Service Contract Act (SCA)

Contractors are responsible for the following when performing services or providing supplies under this SIN:

- Contractors may subcontract any ancillary services or supplies ordered under this Special Item Number, unless specifically prohibited by the contracting officer issuing the order against the Multiple Award Schedule contract.
- Contractors are responsible for insuring that the scope of work is completed and all warranties are honored.
- Subcontractors must be licensed and bonded, as applicable.
- Compliance with all local laws, regulations, and ordinances are the responsibility of the prime contractor.
- The prime contractor shall accept full responsibility and liability for all work performed by subcontractors, at any level or tier.
- The Government reserves the right to apply liquidated damages whenever the required delivery date is not met.
- Contractors are required to maintain insurance in accordance with Clause 52.228-5, Insurance – Work on a Government Installation.



- Agencies' Scope of Work will inform the Contractor of the required insurance amounts. Clause 52.228-5 is made part of this contract by reference.
- The contracting officer for the ordering agency may insert any agency unique requirements for the job, including employee suitability determination requirements (security checks), into the scope of work.
- Contractor quotations shall specifically detail all products and services with the contract price and provide a single price for services.
- Sales of ancillary services or supplies shall not be combined or reported with the product SIN.

The ordering agency is responsible for:

- Defining and issuing the statement of work for ancillary services. Accurate definition of the scope and statement of work is essential to facilitate realistic quotations. The statement of work shall also inform the contractor of any applicable insurance requirements.
- Ordering agencies shall obtain pricing information from the schedule contractors, and will negotiate for ancillary services and supplies on an order by order basis, based on complexity and level of effort. Ancillary services and supplies shall be priced as separate line items on each order.
- Pricing of services and supplies has been determined fair and reasonable by GSA. However, ordering agencies shall make a determination that the total price is fair and reasonable based on the level of effort and the mix of labor proposed.
- Ordering agencies will comply with all appropriation laws and ensure that the correct types of funds are obligated on each order.

Reference FAR 8.4 for an explanation of ordering procedures used when purchasing through a Multiple Award Schedule contract.



**All proposed supplies and services must be within the scope of this SIN on the contract. Furnish a full and detailed description of the supplies and/or services offered and a pricing proposal in accordance with the Pricing Proposal document of the solicitation.**

**Special Instructions: The work performed under this SIN shall be associated with existing SIN(s) that are part of this schedule. Ancillary supplies and/or services shall not be the primary purpose of the work ordered, but be an integral part of the total solution offered. Ancillary supplies and/or services may only be ordered in conjunction with or in support of supplies or services purchased under another SIN(s) of the same schedule. Offerors may be required to provide additional information to support a determination that their proposed ancillary supplies and/or services are commercially offered in support of one or more SIN(s) under this schedule.**

**OFFERORS MAY ONLY OFFER THIS SPECIAL ITEM NUMBER IN CONJUNCTION WITH SYSTEMS OFFERED UNDER THIS SCHEDULE . THE PRINCIPAL PURPOSE OF THIS SCHEDULE IS FOR THE PURCHASE OF ALARM AND SIGNAL SYSTEMS/FACILITY MANAGEMENT SYSTEMS.**

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**SIN 246-51 - INSTALLATION REQUIRING CONSTRUCTION  
(If you are offering this SIN, review clauses regarding Construction found in Addendum 1 at the end of this document)**

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INCLUDES: Installation which requires construction.

Note: Ancillary services involving installation which do not meet the definition of construction as defined in FAR 2.101 shall be covered under SIN 246-1000.

Note: This SIN specifically EXCLUDES Architectural Engineering Services (A&E) under the Brooks Architect-Engineers Act as stated in Federal Acquisition Regulation (FAR) Part 36. These services shall be ordered only in accordance with Part 36 and agency procedures, and shall not be included on a contract order as an open market item.

Contractors are responsible for the following when performing services under this SIN:

- Contractors must comply with Construction Clauses and Davis-Bacon Regulations. The clauses shown in Addendum 1 to Attachment 3 of this solicitation will apply to agency orders placed against the schedule contract.



- Compliance with all local laws, regulations and ordinances are the responsibility of the GSA prime contractor. The prime contractor shall accept full responsibility and liability for all work performed by subcontractors under a resultant contract.
- Contractors shall review the statement of work issued by the ordering agency and provide a separate quote for services to be performed under this SIN based on the ordering agency's requirements. Should the contractor not be able to meet requirement(s) in the statement of work, the contractor's quote must specifically identify the items which have not been included in the quoted price.
- Contractors must provide bonding and insurance as required by the ordering agency's statement of work.
- Contractors may serve as a prime contractor and subcontract any services, including installation or site preparation, unless specifically prohibited by the ordering contracting officer. Subcontractors must comply with any licensing and bonding requirements specified in the statement of work.
- The contractor shall be responsible, accountable and liable for all work performed, including work performed by subcontractors (at all tiers), and for ensuring the work performed is completed in accordance with the ordering agencies statement of work.
- The contractor shall ensure all warranties are honored. All construction work must be guaranteed for any defect in workmanship and materials.
- The Government reserves the right to apply liquidated damages whenever the required delivery is not met in accordance with clause 52.211-12, Liquidated Damages – Construction.

When placing orders for services under this SIN, Ordering Agencies shall follow the procedures at FAR 8.405: The ordering agency is responsible for:

- Complying with all Federal Appropriation Laws and ensuring the correct types of funds are obligated on the order.
- When construction, alteration or repair of public buildings or public works is to be performed under this SIN, Ordering Agencies must comply and ensure contractor compliance with the Construction Clauses and Davis-Bacon Regulations. See Appendix 1 of the GSA solicitation for a complete listing of the FAR and GSAM Clauses incorporated by reference for all schedule contractors awarded this SIN. Ordering agencies shall utilize these clauses as a guideline and shall incorporate the applicable clauses into the statement of work for orders issued against the Federal Supply Schedule contract. The ordering agency is responsible for including the most current version of these clauses and any other applicable clauses into the order. Clauses which require "fill-ins" shall be completed by the ordering agency. Any



agency specific clauses which may apply based on agency regulations or requirements shall be incorporated in the agency task order.

- Defining and issuing the statement of work for services, including installation and site preparation. It is essential that the ordering agency's statement of work includes an accurate description of the work requirement to facilitate realistic quotations.
- The statement of work shall clearly inform the contractor of all bonding requirements and any required insurance amounts.
- The ordering agency will provide the local Davis-Bacon wage rates to contractors. Applicable wage determinations will be incorporated into the statement of work and resulting task order.
- Reviewing quotations from schedule contractors to ensure the work proposed meets the statement of work requirements. The ordering agency should request the contractor to submit fixed price quotes to perform the services.
- The ordering agency shall evaluate all responses received using the evaluation criteria provided to the schedule contractors. The ordering agency is responsible for considering the level of effort and the mix of labor proposed to perform a specific task being ordered, and for determining that the total price is reasonable.
- Performance clauses shall be modified for each job by the ordering agency.
- Administration of orders issued under this Special Item Number.
- All orders and payments must be made to the schedule contractor or their designee.  
Example: A contractor may designate a participating dealer to receive payment.

**All proposed services must be within the contract scope. Furnish a full and detailed description of the services offered and a pricing proposal in accordance with the Services Pricing Proposal (See Pricing Proposal Attachment to this solicitation) of the solicitation. Upon award, the contract will specifically state those services accepted for this SIN.**

**OFFERORS MAY ONLY OFFER THIS SPECIAL ITEM NUMBER IN CONJUNCTION WITH SYSTEMS OFFERED UNDER THIS SCHEDULE. THE PRINCIPAL PURPOSE OF THIS SCHEDULE IS FOR THE PURCHASE OF ALARM AND SIGNAL SYSTEMS/FACILITY MANAGEMENT SYSTEMS.**

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SIN 246-52 - PROFESSIONAL SECURITY/FACILITY MANAGEMENT SERVICES, and  
SIN 246-60 1 – SECURITY CONVERGENCE SERVICES

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Includes, but is not limited to:



SIN 246-52: Security Consulting/Training and Facility Management Consulting. Professional Services offered under this SIN shall be for the support of security systems (including access control, intrusion alarms, fire alarm systems, etc.) and Facility Management Systems (including security and energy management) only. Excludes personal services.

SIN 246-60-1: Security Systems Integration and Design Services. 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.

Prime contractors may subcontract services ordered under this Special Item Number unless specifically prohibited by the contracting officer issuing the delivery order against this Multiple Award Schedule contract. The prime contractor shall be responsible, accountable, and liable for all work performed by any subcontractor, level, or tier.

## 2. Maximum order per SIN

SIN	Maximum Order
246 35 1	\$100,000
246 42 1	\$150,000
246 60 1	\$200,000
246 60 5	\$200,000
246 52	\$200,000
246 51	\$200,000



246 1000	\$150,000
426 4F	\$200,000
426 6	\$200,000

**3. Minimum order: \$300.00**

**4. Geographic coverage (delivery area).** The geographic scope of this contract is for ORION to provide engineering & security services, as well as facility management services for delivery within the 48 contiguous states, Washington, D.C., Alaska, Hawaii, Puerto Rico and, on a worldwide basis for services, in any foreign country in which trade is not prohibited by the United States Government.

**5. Point(s) of production:**

Pivot 3 - Austin, TX  
Pixel Velocity - Ann Arbor, Michigan  
Viscount – Burnaby, B.C., Canada

**6. Pricing Herein is Net Discount has been taken.**

**7. Quantity discounts:** None

**8. Prompt payment terms:** ½% 20 days **Information for Ordering Offices:** Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions."

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

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

**10. Foreign items (list items by country of origin):** See attached.

**11a. Time of delivery:** 30 to 60 DARO or per SOW: To expedite a delivery, the ordering agency should contact ORION prior to issuing their order. The contractor will then negotiate the expedition of delivery per SOW. The ordering agency should also consult with the contractor if overnight delivery and other urgent requirements should be needed.

**11b. Expedited Delivery: Contact Orion**

**11c. Overnight and 2-day delivery. Contact Orion**

**11d. Urgent Requirements. Contact Orion.**



**12. F.O.B. point(s):** Not applicable to services. FOB Point Destination CONUS, Origin OCONUS

**13a. Ordering address:**

Orion Management, LLC.  
8003 Forbes Place, Suite 300  
Springfield, VA 22151

Telephone numbers(s) that can be used by ordering agencies to obtain technical and/or ordering assistance are listed as follows:

Dean Daisy  
(703) 321-2190  
[d.daisy@orionmngt.com](mailto:d.daisy@orionmngt.com)

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**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:**

Orion Management, LLC.  
8003 Forbes Place, Suite 300  
Springfield, VA 22151

**15. Warranty provision:**

Standard Commercial Warranty.  
Restocking charges for Pivot 3 of 15% if return is approved within 30 days.  
Restocking charges for Pixel Velocity 20%  
Restocking charges for Viscount Systems – Minimal fee of \$65 if item returned non-defective

**16. Export packing charges, if applicable.** Not applicable

**17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** Accepted .

**18. Terms and conditions of rental, maintenance, and repair (if applicable).** No rental, maintenance and repair under SIN 246-1000 and 246-60 1.



**19. Terms and conditions of installation (if applicable):** Service available under SIN 246-1000, 246-51, 246-60-1.

**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).** Contact Orion.

**22. List of participating dealers:** Not applicable

**23. Preventive maintenance (if applicable):** Maintenance offered under SIN 246-1000 or 246 60 1.

**24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).** Not applicable.

**24b. Section 508 compliance information:** Not applicable

**25. Data Universal Number System (DUNS) number:** 12-546-7055

**26. Contractor is registered in System for Award Management (SAM) database.**

## Orion Management, LLC's Labor Pricing

SINS	SERVICE (e.g. Job Title/Task)	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEARS OF EXPERIENCE	Net GSA Price ONSITE	Net GSA Price OFFSITE
246-52, 246-60 1, 246 60-5, 426 6, 426 4F, 246 60 5	Admin Specialist I	High School	2 years	\$39.21	\$ 42.95
246-52, 246-60 1, 246 60-5, 426 6, 426 4F, 246 60 5	Admin Specialist II	High School	3 years	\$42.70	\$ 46.78
246-52, 246-60 1, 246 60-5, 426 6, 426 4F, 246 60 5	Admin Specialist III	Associates Degree	5 years	\$47.39	\$ 51.91
246-52, 246-60 1, 246 60-5, 426 6, 426 4F, 246 60 5	Admin Specialist IV	Bachelor's degree or eight years of equivalent experience performing administrative support may be substituted for education.	8 years	\$57.54	\$ 63.03
246-1000, 246-51, 246 60-1, 426-4F, 426 6,	Apprentice I	High school diploma or GED certificate	6 months	\$40.30	\$ 44.12
246-1000, 246-51, 246 60-1, 426-4F, 426 6,	Apprentice II	High school diploma or GED certificate	12 months	\$49.25	\$ 53.93
246-1000, 246-51, 246 60-1, 426-4F, 426 6,	Apprentice III	High school diploma or GED certificate	18 months	\$53.73	\$ 58.84
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	CAD Technician/Drafter	Associates degree in a related discipline or completion of a certified CAD training program; or high school diploma plus eight years of experience as an AutoCAD or Microstation operator creating engineering and technical drawings.	2 years	\$44.78	\$ 49.03

## Orion Management, LLC's Labor Pricing

SINS	SERVICE (e.g. Job Title/Task)	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEARS OF EXPERIENCE	Net GSA Price ONSITE	Net GSA Price OFFSITE
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	CAD Technician/Drafter II	Associates degree in a related discipline or completion of a certified CAD training program; or high school diploma plus eight years of experience as an AutoCAD or Microstation operator creating engineering and technical drawings.	4 years	\$53.73	\$ 58.84
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	CAD Technician/Drafter III	Associates degree in a related discipline or completion of a certified CAD training program; or high school diploma plus eight years of experience as an AutoCAD or Microstation operator creating engineering and technical drawings.	6 years	\$64.92	\$ 71.09
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	CAD Technician/Drafter - Lead	Bachelor's degree in appropriate engineering discipline or, in lieu of degree, military/industrial technical training plus five additional years of appropriate technical experience.	8 years	\$78.36	\$ 85.81
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Contract Specialist II	Bachelors degree from an accredited college in a related discipline, or equivalent experience/combined education, with five (5) years of professional experience.	5 years	\$56.75	\$ 62.17

## Orion Management, LLC's Labor Pricing

SINS	SERVICE (e.g. Job Title/Task)	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEARS OF EXPERIENCE	Net GSA Price ONSITE	Net GSA Price OFFSITE
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Contract Specialist III	Bachelors degree from an accredited college in a related discipline, or equivalent experience/combined education, with ten (10) years of professional experience.	10 years	\$95.39	\$ 104.50
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Database Manager III	Bachelor's degree in a relevant scientific or technical discipline. With a Master's degree in a relevant field, 4 years of experience is required. With 10 years of experience a degree is not required.	4 years	\$106.23	\$ 116.37
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Electrician	Bachelor's degree in appropriate engineering discipline or, in lieu of degree, military/industrial technical training plus five additional years of appropriate technical experience.	5 years	\$91.79	\$ 100.51

## Orion Management, LLC's Labor Pricing

SINS	SERVICE (e.g. Job Title/Task)	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEARS OF EXPERIENCE	Net GSA Price ONSITE	Net GSA Price OFFSITE
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Electrician-Senior	Bachelor's degree in appropriate engineering discipline or, in lieu of degree, military/industrial technical training plus ten additional years of appropriate technical experience. (Minimum accepted: Technical training equivalent to an Associates Degree and ten years related experience as an electronic technician.)	10 years	\$107.46	\$ 117.67
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Field Engineer	<b>Bachelors degree a technical, engineering or business discipline or equivalent work experience. Six years experience in related technical discipline</b>	6 years	\$71.68	\$ 78.45
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Sr. Field Engineer	Bachelors degree a technical, engineering or business discipline or equivalent work experience.	8 years	\$85.07	\$ 93.15
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Sr. Field Engineer II	Bachelors degree a technical, engineering or business discipline or equivalent work experience.	10 years	\$107.46	\$ 117.67
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Financial Analyst I	Bachelor's degree in accounting or financial management or equivalent work experience.	3 years	\$48.35	\$ 52.97

## Orion Management, LLC's Labor Pricing

SINS	SERVICE (e.g. Job Title/Task)	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEARS OF EXPERIENCE	Net GSA Price ONSITE	Net GSA Price OFFSITE
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Financial Analyst II	Bachelor's degree in accounting or financial management or equivalent work experience.	5 years	\$65.38	\$ 71.63
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Financial Analyst III	Bachelor's degree in accounting or financial management or equivalent work experience.	8 years	\$79.71	\$ 87.32
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Financial Analyst IV	Bachelor's degree in accounting or financial management or equivalent work experience.	10 years	\$95.50	\$ 104.63
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Graphic Designer I	<b>Associate's degree or four years of equivalent experience performing similar work.</b>	4 years	\$51.73	\$ 56.67
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Graphic Designer II	<b>Bachelor's degree or six years of equivalent experience performing similar work.</b>	8 years	\$56.92	\$ 62.36
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	HR Generalist III	Bachelor's degree or equivalent combination of formal education, experience (8 years directly related experience).	8 years	\$80.62	\$ 88.31
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Instructor - Lead	A Bachelor's Degree is required.	6 years	\$127.20	\$ 139.29
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Instructor I	Some training areas will require the candidate to maintain specific certifications and be a graduate of specific industry schools.	5 years	\$69.96	\$ 76.61

## Orion Management, LLC's Labor Pricing

SINS	SERVICE (e.g. Job Title/Task)	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEARS OF EXPERIENCE	Net GSA Price ONSITE	Net GSA Price OFFSITE
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Instructor II	Some training areas will require the candidate to maintain specific certifications and be a graduate of specific industry schools.	7 years	\$82.68	\$ 90.54
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Instructor III	Some training areas will require the candidate to maintain specific certifications and be a graduate of specific industry schools.	8 years	\$95.40	\$ 104.47
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Instructor IV	Some training areas will require the candidate to maintain specific certifications and be a graduate of specific industry schools.	10 years	\$108.12	\$ 118.39
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Language Services Liaison	Bachelor of Arts Degree with an emphasis in communication, language or related fields is preferred.	10 years	\$53.20	\$ 58.28
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Logistician	Seven (7) to ten (10) years experience in a military or police supply organization that includes the readiness of special operations tactical equipment.	7 years	\$63.12	\$ 69.16
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Logistics Financial Analyst	Undergraduate degree desired. 5 years of related finance, budget, logistics, office management, or procurement experience may be substituted for the degree requirements.	5 years	\$67.80	\$ 74.29

## Orion Management, LLC's Labor Pricing

SINS	SERVICE (e.g. Job Title/Task)	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEARS OF EXPERIENCE	Net GSA Price ONSITE	Net GSA Price OFFSITE
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Logistics Manager	Bachelors Degree in applicable engineering field or equivalent.	5-8 years	\$49.25	\$ 53.93
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Logistics Manager II	Bachelors Degree in applicable engineering field or equivalent.	7-9 years	\$53.73	\$ 58.84
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Logistics Manager III	Bachelors Degree in applicable engineering field or equivalent.	8-10 years	\$58.21	\$ 63.73
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Logistics Manager IV	Bachelors Degree in applicable engineering field or equivalent.	10-15 years	\$64.92	\$ 71.09
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Logistics Manager V	Bachelors Degree in applicable engineering field or equivalent.	15+ years	\$71.64	\$ 78.45
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Logistics Specialist I	Undergraduate degree desired.	1 year	\$40.30	\$ 44.12
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Logistics Specialist II	Undergraduate degree desired.	6 years	\$44.78	\$ 49.03
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Logistics Specialist III	Undergraduate degree desired.	8 years	\$49.25	\$ 53.93
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Management Consultant IV	A Master's degree in criminal justice, security management, or public administration.	10 years	\$145.16	\$ 159.02
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Network Engineer II	Bachelor's degree in electronic engineering, computer science, or management information systems.	7 years	\$90.77	\$ 99.43

## Orion Management, LLC's Labor Pricing

SINS	SERVICE (e.g. Job Title/Task)	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEARS OF EXPERIENCE	Net GSA Price ONSITE	Net GSA Price OFFSITE
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Network Engineer III	Bachelor's degree in electronic engineering, computer science, or management information systems.	10 years	\$107.41	\$ 117.67
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Office Administrator II	Bachelor's degree or eight years of equivalent experience performing administrative support may be substituted for education.	8 years	\$67.69	\$ 74.17
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Personnel Specialist II	Bachelor's degree or equivalent combination of formal education, experience (5 years directly related experience).	5 years	\$51.73	\$ 56.67
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Procurement Manager	Bachelors Degree or have at least five (5) years experience in Logistics.	5 years	\$79.87	\$ 87.50
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Program Coordinator IV	Bachelor's Degree in accounting of financial management.	7 years	\$53.73	\$ 58.84
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Program Manager	Bachelors degree with advanced degree preferred or equivalent work experience.	10 years	\$89.55	\$ 98.06
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Program Manager I	Bachelors degree with advanced degree preferred or equivalent work experience.	12 years	\$98.51	\$ 107.87
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Program Manager II	Bachelors degree with advanced degree preferred or equivalent work experience.	15 years	\$111.94	\$ 122.57
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Program Manager III	Bachelors degree with advanced degree preferred or equivalent work experience.	17 years	\$145.52	\$ 159.35

## Orion Management, LLC's Labor Pricing

SINS	SERVICE (e.g. Job Title/Task)	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEARS OF EXPERIENCE	Net GSA Price ONSITE	Net GSA Price OFFSITE
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Program Manager IV	Bachelors degree with advanced degree preferred or equivalent work experience.	20 years	\$179.10	\$ 196.12
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Project Manager	Bachelors degree in engineering related disciplines or equivalent work experience	8 years	\$78.36	\$ 85.81
246-52, 246-60-1, 246-60-5, 426-4F, 426 6	Safety Superintendent	Bachelors degree or equivalent experience.	5 years	\$85.07	\$ 93.15
246-1000, 246-51, 246-60-1, 246-60-5, 426-4F, 426 6	Security Technician	High school diploma or equivalent and electronics training received from a technical or military trade school.	8 years	\$53.73	\$ 58.84
246-1000, 246-51, 246-60-1, 246-60-5, 426-4F, 426 6	Security Technician II	High school diploma or equivalent and electronics training received from a technical or military trade school.	10 years	\$58.21	\$ 63.73
246-1000, 246-51, 246-60-1, 246-60-5, 426-4F, 426 6	Security Technician III	High school diploma or equivalent and electronics training received from a technical or military trade school.	13 years	\$71.64	\$ 78.45
246-52, 246-60-1, 246 60-5, 426 4F, 426 6	Subject Matter Expert I	Graduate degree in a related security field preferred.	10 years	\$179.40	\$ 196.53
246-52, 246-60-1, 246 60-5, 426 4F, 426 6	Subject Matter Expert II	Graduate degree in a related security field preferred.	15 years	\$200.83	\$ 220.01
246-52, 246-60-1, 246 60-5, 426 4F, 426 6	Subject Matter Expert III	Graduate degree in a related security field preferred.	20 years	\$216.91	\$ 237.63

## Orion Management, LLC's Labor Pricing

SINS	SERVICE (e.g. Job Title/Task)	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEARS OF EXPERIENCE	Net GSA Price ONSITE	Net GSA Price OFFSITE
246-52, 246-60-1, 246-60-5, 426 4F, 426 6	Subject Matter Expert IV	Graduate degree in a related security field preferred.	25 years	\$268.81	\$ 294.48
246-52, 246-60-1, 246-60-5, 426 4F, 426 6	Superintendent/Task Supervisor	Bachelors degree in an engineering related discipline or equivalent work experience.	10 years	\$100.75	\$ 110.32
246-52, 246-60-1, 246-60-5, 426 4F, 426 6	Technical Director	Bachelors degree in an engineering related discipline or equivalent work experience.	10 years	\$84.33	\$ 92.38
246-52, 246-60-1, 246-60-5, 426 4F, 426 6	Technical Editor IV	Bachelor's degree with concentration in adult learning, education, or curriculum development or ISD certification and related experience.	7 years	\$63.74	\$ 69.83
246-52, 246-60-1, 246-60-5, 426 4F, 426 6	Technical Writer I	Bachelor's degree in English or other relevant discipline.	5 years	\$62.34	\$ 68.29
246-52, 246-60-1, 246-60-5, 426 4F, 426 6	Technical Writer II	Bachelor's degree in English or other relevant discipline.	10 years	\$68.66	\$ 75.21
246-1000, 246-51, 246-60-1, 246 60-5, 426 6, 426 4F	Technician I	High school diploma or GED certificate	1 year	\$49.25	\$ 53.93
246-1000, 246-51, 246-60-1, 246 60-5, 426 6, 426 4F	Technician II	High school diploma or GED certificate	3 years	\$58.21	\$ 63.73
246-1000, 246-51, 246-60-1, 246 60-5, 426 6, 426 4F	Technician III	High school diploma or GED certificate	5 years	\$71.64	\$ 78.45
246-1000, 246-51, 246-60-1, 246 60-5, 426 6, 426 4F	Technician-Laborer	High school diploma or equivalent. Technical or military trade school.	4 years	\$33.58	\$ 36.78

### Orion Management, LLC's Labor Pricing

SINS	SERVICE (e.g. Job Title/Task)	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEARS OF EXPERIENCE	Net GSA Price ONSITE	Net GSA Price OFFSITE
246-52, 246-60-1, 426 6, 426 4F, 246 60 5	Travel Operations Specialist	Bachelor's degree or eight years of equivalent experience performing administrative support may be substituted for education.	8 years	\$58.21	\$ 63.73
246-1000/51	Fire Technician	6 months of vocational technical training or equivalent combination of education and experience Nicet Level 1 Certification .	6 months-3 years	\$48.28	\$52.87
246-1000/51	Fire Technician II	Associates degree, 1-2 years of vocational technical training or equivalent combination of education and experience. Nicet Level II Certification	2-6 years	\$57.20	\$62.47
246-1000/51	Fire Technician III	Bachelor's Degree, Associates degree with 5-10 years of vocational technical training, or equivalent combination of education and experience. Nicet Level III Certification	5-10 years	\$61.44	\$67.28

**ORION MANAGEMENT, LLC.'s GSA NET PRICEBOOK**

<b>Part Number</b>	<b>Manufacturer</b>	<b>Description</b>	<b>SIN</b>	<b>CoO</b>	<b>GSA Net</b>
VHG2-12C04-02W25	PIVOT3	Stackable 48 TB Surveillance Appliance 16GB RAM	246 42 1	US	\$40,247.61
VHG2-12C03-02W25	PIVOT3	Stackable 36 TB Surveillance Appliance 16GB RAM	246 42 1	US	\$26,330.18
VHG2-12B02-02W25	PIVOT3	Stackable 24 TB Surveillance Appliance 16GB RAM	246 42 1	US	\$21,941.26
VHG2-12B01-02W25	PIVOT3	Stackable 12 TB Surveillance Appliance 16GB RAM	246 42 1	US	\$17,552.34
DHG2-12C04-02W25	PIVOT3	48 TB Storage Appliance	246 42 1	US	\$33,910.08
DHG2-12C03-02W25	PIVOT3	36 TB Storage Appliance	246 42 1	US	\$23,404.23
DHG2-12B02-02W25	PIVOT3	24 TB Storage Appliance	246 42 1	US	\$19,015.31
DHG2-12B01-02W25	PIVOT3	12 TB Storage Appliance	246 42 1	US	\$14,626.40
SV-SUPPTS002-03	PIVOT3	3 YR Hardware Warranty; 8x5 phone & email support; onsite parts next day; dot zero releases	246 42 1	US	\$2,599.50
SV-SUPPTS002-05	PIVOT3	5 YR Hardware Warranty; 8x5 phone & email support; onsite parts next day; dot zero releases	246 42 1	US	\$1,386.40
SV-SUPPTP002-03	PIVOT3	3 YR Hardware Warranty; 24/7 phone & email support; onsite parts next day; dot zero releases	246 42 1	US	\$519.90
SV-SUPPTP002-05	PIVOT3	5 YR Hardware Warranty; 24/7 phone & email; onsite parts next day; dot zero releases	246 42 1	US	\$1,733.00
SV-SUPPTB002-03	PIVOT3	3 YR Hardware Warranty; 24/7 phone & email; onsite parts within 4 hours; day; dot zero releases	246 42 1	US	\$1,559.70
SV-SUPPTB002-05	PIVOT3	5 YR Hardware Warranty; 24/7 phone & email; onsite parts within 4 hours; day; dot zero releases	246 42 1	US	\$3,032.75
SK-CDRSS0002-00	PIVOT3	1 site license required	246 42 1	US	\$1,913.40
SK-CDCBMW2K8-64	PIVOT3	Windows Server 2008 Standard 64 bit	246 42 1	US	\$1,269.55
SK-CDCBMW2K8-32	PIVOT3	Windows Server 2008 Standard 32 bit	246 42 1	US	\$1,269.55
SK-VMLIC0001-00	PIVOT3	Watch R1 and Big Data R1 to R2 VMware license upgrade	246 42 1	US	\$1,795.47

**ORION MANAGEMENT, LLC.'s GSA NET PRICEBOOK**

Part Number	Manufacturer	Description	SIN	CoO	GSA Net
SP -DDVST3001-72	PIVOT3	3 TB Disk Drive with drive tray and rails	246 42 1	US	\$779.37
SP -DDVST2001-72	PIVOT3	2 TB Disk Drive with drive tray and rails	246 42 1	US	\$486.77
SP -DDVST1001-72	PIVOT3	1 TB Disk Drive with drive tray and rails	246 42 1	US	\$292.59
SP -RAMST0016-01	PIVOT3	16GB Watch Memory Expansion Kit. 1333 MHz Max of 1 extra kit per appliance	246 42 1	US	\$598.49
SP-PWRDBF002-00	PIVOT3	R2 750W Power Supply	246 42 1	US	\$598.49
RH-NICIN1000-02	PIVOT3	Intel 2 port PCIe Gigabit NIC for external servers	246 42 1	US	\$301.02
RH-SWCC2960-08	PIVOT3	Switch, Cisco Catalyst 2960G-8TC; 1U rack-mount	246 42 1	US	\$1,526.59
RH-SWCC3750-24	PIVOT3	Switch, Cisco Catalyst 3750G-24TS; 1U rack-mount	246 42 1	US	\$5,863.00
RH-RLSWCSCOC-00	PIVOT3	Mounting Rail Kit, Cisco switches, 1U	246 42 1	US	\$129.98
RH-RLSHQ1927-02	PIVOT3	R2 Mounting Rail, Kit 19" to 26.6" for 2 U systems	246 42 1	US	\$146.60
SP-IDRAC7ENT-00	PIVOT3	iDRAC7 Remote Management Card	246 42 1	US	\$558.59
OP-CKITINTD0-00	PIVOT3	Special order by country. One set per appliance.	246 42 1	US	\$49.87
C1000	Pixel Velocity	Pixel Video Fusion® Camera	246 42 1	US	\$1,963.22
C1000-AP	Pixel Velocity	Pixel Video Fusion® Analytic Camera	246 42 1	US	\$3,474.56
C-PTZ1000	Pixel Velocity	PTZ Dome Network Camera	246 42 1	US	\$7,070.78
ICD-PV1004	Pixel Velocity	Pixel Video Fusion® 4-Channel Digital Card	246 42 1	US	\$1,963.22
SVR-A-0400-1	Pixel Velocity	4 Camera Server (expandable to 8) - Server with NO internal storage and 1 ICD-PV1004 card installed plus one (1) UPS-2000 and Video Commander Software	246 42 1	US	\$16,919.40
SVR-A-0408-1	Pixel Velocity	4 Camera Server (expandable to 8) - 8TB internal storage and 1 ICD-PV1004 card installed plus one (1) UPS-2000 and Video Commander Software	246 42 1	US	\$21,143.58
SVR-A-0800-2	Pixel Velocity	8 Camera Server - Server with NO internal storage and 2 ICD-PV1004 cards installed plus one (1) UPS-2000 and Video Commander Software	246 42 1	US	\$18,882.62
SVR-A-0808-2	Pixel Velocity	8 Camera Server - Server with 8TB internal storage and 2 ICD-PV1004 cards installed plus one (1) UPS-2000 and Video Commander Software	246 42 1	US	\$23,106.80

**ORION MANAGEMENT, LLC.'s GSA NET PRICEBOOK**

<b>Part Number</b>	<b>Manufacturer</b>	<b>Description</b>	<b>SIN</b>	<b>CoO</b>	<b>GSA Net</b>
SVR-B-1200-3	Pixel Velocity	12 Camera Server - Server with NO internal storage and 3 ICD-PV1004 cards installed plus one (1) UPS-2000 and Video Commander Software	246 42 1	US	\$25,602.02
SVR-B-1212-3	Pixel Velocity	12 Camera Server - Server with 12TB internal storage and 3 ICD-PV1004 cards installed plus one (1) UPS-2000 and Video Commander Software	246 42 1	US	\$31,201.51
VP1000	Pixel Velocity	Pixel Video Fusion® ViewPorts™ Video Client license (per camera)	246 42 1	US	\$377.83
SPS-SVR-SW-1	Pixel Velocity	1 Site Protection System Server License	246 42 1	US	\$9,068.01
SPS-LIC-1	Pixel Velocity	1 Site Protection Analytic License (Per Camera)	246 42 1	US	\$1,511.34
R-PV2000T	Pixel Velocity	Digital Repeater FTP	246 42 1	US	\$702.77
R-PV2000MF	Pixel Velocity	Digital Repeater, Multi Mode Fiber (please note two needed per camera)	246 42 1	US	\$793.45
R-PV2000SF	Pixel Velocity	Digital Repeater, Single Mode Fiber (please note two needed per camera)	246 42 1	US	\$1,065.49
L-T412	Pixel Velocity	4-12mm Lens	246 42 1	JP	\$181.36
L-T1040	Pixel Velocity	10-40 mm Lens	246 42 1	JP	\$181.36
IRIL-10	Pixel Velocity	Infra-Red Illuminator, 10 Degrees	246 42 1	IT	\$1,391.94
IRIL-30	Pixel Velocity	Infra-Red Illuminator, 30 Degrees	246 42 1	IT	\$1,391.94
IRIL-60	Pixel Velocity	Infra-Red Illuminator, 60 Degrees	246 42 1	IT	\$1,391.94
IRIL-515-Ultra	Pixel Velocity	High-power Infra-Red Illuminator, 5-15 Degrees (1,000-1,950 ft)	246 42 1	US	\$3,914.36
K-SVR-A-0400-1	Pixel Velocity	4 Camera Kit - Contains: Server with NO internal storage and with one ICD-PV1004 Digital Card, installed, Video Commander Software, Four (4) C1000 Pixel Video Fusion® Cameras, one(1) UPS-2000, four standard lenses*, four VP1000 ViewPorts™ Managemen	246 42 1	US	\$23,418.14
K-SVR-A-0408-1	Pixel Velocity	4 Camera Kit - Contains: Server with 8TB internal storage and with one ICD-PV1004 Digital Card, installed, Video Commander Software, Four (4) C1000 Pixel Video Fusion® Cameras, one(1) UPS-2000, four standard lenses*, four VP1000 ViewPorts™ Manageme	246 42 1	US	\$28,707.81
K-SVR-A-0800-2	Pixel Velocity	8 Camera Kit - Contains:One (1) Server with NO internal storage and with two (2) ICD-PV1004 Digital Card, installed, Video Commander Software, Eight (8) C1000 Pixel Video Fusion® Cameras, one (1) UPS-2000, eight (8) standard lenses*, eight (8) VP1000	246 42 1	US	\$32,460.45

**ORION MANAGEMENT, LLC.'s GSA NET PRICEBOOK**

Part Number	Manufacturer	Description	SIN	CoO	GSA Net
K-SVR-A-0808-2	Pixel Velocity	8 Camera Kit - Contains:One (1) Server with 8TB internal storage and with two (2) ICD-PV1004 Digital Card, installed, Video Commander Software, Eight (8) C1000 Pixel Video Fusion® Cameras, one (1) UPS-2000, eight (8) standard lenses*, eight (8) VP100	246 42 1	US	\$39,846.35
K-SVR-B-1200-3	Pixel Velocity	12 Camera Kit - Contains: One (1) Server with NO internal storage & with three (3) ICD-PV1004 Digital Cards installed, Video Commander Software, twelve (12) C1000 Pixel Video Fusion® Cameras, one (1) UPS-2000, twelve (12) standard lenses*, twelve (12	246 42 1	US	\$47,516.37
K-SVR-B-1212-3	Pixel Velocity	12 Camera Kit - Contains: One (1) Server with 12TB internal storage & with three (3) ICD-PV1004 Digital Cards installed, Video Commander Software, twelve (12) C1000 Pixel Video Fusion® Cameras, one (1) UPS-2000, twelve (12) standard lenses*, twelve (	246 42 1	US	\$53,935.77
EN-VT-HOV32K2A000	Pixel Velocity	Videotec Housing 12" w/Sunshield and Heater, 12-24VAC, IP 66 rated (Recommended for internal applications)	246 42 1	IT	\$181.36
EN-VT-HOV32K2A016	Pixel Velocity	Videotec Housing 12" w/Sunshield, Blower and Heater, 12-24VAC, IP 66 rated (Recommended for external applications)	246 42 1	IT	\$324.94
EN-VT-WCM5A	Pixel Velocity	Videotec ceiling mount w/ball joint for HEG and HOV	246 42 1	IT	\$143.58
EN-VT-WBJA	Pixel Velocity	Videotec Housing wall bracket w/ball joint (max 55lb) for HEG and HOV	246 42 1	IT	\$26.45
EN-VT-WBOVA2	Pixel Velocity	Videotec Wall bracket w/cable channel (HOV)	246 42 1	IT	\$41.56
EN-VT-WBOV3A2	Pixel Velocity	Videotec WBOV wall bracket, support plate and integrated junction box w/ internal cable channel	246 42 1	IT	\$234.26
EN-VT-WCM3A	Pixel Velocity	Videotec Ceiling bracket w/ball joint for HEG and HOV	246 42 1	IT	\$90.68
EN-VT-WCM4A2	Pixel Velocity	Videotec Ceiling bracket w/internal cable channel (HOV)	246 42 1	IT	\$128.46
EN-VT-WCMPA	Pixel Velocity	Videotec Extension for WCM4 - WCM5 brackets	246 42 1	IT	\$37.78

**ORION MANAGEMENT, LLC.'s GSA NET PRICEBOOK**

Part Number	Manufacturer	Description	SIN	CoO	GSA Net
EN-VT-OBJA	Pixel Velocity	Videotec Ball joint for housings for HEG and HOV	246 42 1	IT	\$22.67
EN-VT-WFWCA	Pixel Velocity	Videotec Parapet mount w/ball joint for HEG and HOV	246 42 1	IT	\$117.13
EN-VT-WSFPA	Pixel Velocity	Videotec WBJA, WBOVA2 pole mount adaptor	246 42 1	IT	\$79.35
EN-VT-WCWA	Pixel Velocity	Videotec Corner adaptor for WBJA, WBOVA2	246 42 1	IT	\$68.01
EN-VT-WCPA	Pixel Velocity	Videotec Wall bracket adapting plate	246 42 1	IT	\$45.34
50-40-1	Viscount Systems	1 Reader, 2 Supervised Inputs (2 wire), 1 Relay Output, RJ45, POE / 12v	246 35 1	CA	\$336.04
50-40-2	Viscount Systems	2 Readers, 4 Supervised Inputs (2 wire), 2 Relay Outputs, RJ45, POE / 12v	246 35 1	CA	\$602.04
50-40-3	Viscount Systems	I/O Only, 12 Inputs, 2 Relay Outputs, RJ45, 12v	246 35 1	CA	\$436.99
50-40-4	Viscount Systems	4 Readers, 8 Inputs, 4 Relay Outputs, RJ45, 12v	246 35 1	CA	\$1,063.09
50-40-52	Viscount Systems	2 Reader, 8 Inputs, 6 10A Relay Outputs, RJ45, 12v	246 35 1	CA	\$779.37
50-40-2HA	Viscount Systems	2 RS-485 Reader Inputs, 6 Sup. Inputs (2 wire), 2 Relays, RJ45, POE, 12v	246 35 1	CA	\$779.37
50-40-5	Viscount Systems	High Amperage Relay Controller (Elevator Control), 24 Relay Outputs, RS485 Input (supports up to two readers), RJ45, 12v	246 35 1	CA	\$1,683.75
30-40-FEL	Viscount Systems	Freedom ENTERPRISE License (for multi-server, multi-site and database replication support). Required for systems with 50 or more readers.	246 35 1	CA	\$156.39
50-40-NC	Viscount Systems	Nanocube Server, 110vAC	246 35 1	CA	\$797.10
50-40-MS	Viscount Systems	Micro Server, 110vAC, 4GB Solid State	246 35 1	CA	\$1,595.08
50-40-RS	Viscount Systems	DELL R210 RAID Server, Xeon, 1U Rack, 4GB, 250GB HD(x2), DVD	246 35 1	CA	\$3,989.04
50-40-RS7	Viscount Systems	DELL R720 RAID Server, Xeon, 2U Rack, 8GB, 3x SAS 15K HD(x2), DVD	246 35 1	CA	\$10,585.60
30-40-VSI	Viscount Systems	Freedom Professional Software, Virtual Software Image	246 35 1	CA	\$2,215.74
30-40-AMS	Viscount Systems	Freedom Alarm Management Software, License	246 35 1	CA	\$641.56
30-40-PIV	Viscount Systems	Freedom PIV Card OCSP Enrollment Software, License, Windows	246 35 1	CA	\$4,875.69
30-40-CRL	Viscount Systems	Freedom PIV Authentication, CRL	246 35 1	CA	\$1,683.75
30-40-PROPLUS	Viscount Systems	Freedom PRO PLUS (Physical Logical Unified Solution) for Active Directory.	246 35 1	CA	\$2,659.06
30-40-PLUS	Viscount Systems	Freedom Enterprise PLUS (Physical Logical Unified Solution) for Active Directory. Active Directory is authoritative Freedom database using AD LDS.	246 35 1	CA	\$7,978.96

**ORION MANAGEMENT, LLC.'s GSA NET PRICEBOOK**

Part Number	Manufacturer	Description	SIN	CoO	GSA Net
30-FF-LNX	Viscount Systems	FACILITY FRIEND VISITOR MANAGEMENT AND BADGING SOFTWARE Single-site, multi- station, multi-user, web browser interface	246 35 1	CA	\$1,506.42
50-40-OPTIPLEX	Viscount Systems	DELL OPTIPLEX,Formfactor Desktop,I5- 2400,8GB,250GB HD,DVD	246 35 1	CA	\$2,628.85
50-40-PIV	Viscount Systems	Freedom Smart Card Enrollment Station,DELL,Monitor, PIV Software, OCSP	246 35 1	CA	\$5,497.33
400-40-07	Viscount Systems	PIV Credential FIPS 201 Certified Smart Card Reader, Keyboard, USB	246 35 1	CA	\$176.44
400-40-08	Viscount Systems	PIV Credential Smart Card Reader, Pinpad, USB	246 35 1	CA	\$176.44
50-40-W485	Viscount Systems	Elevator Cab Reader Adapter (Converts Wiegand to RS-485 on 50-40-5)	246 35 1	CA	\$176.44
10-40-TECH	Viscount Systems	Freedom Technical Support Services	246 35 1	CA	\$353.77
400-4000	Viscount Systems	Screwdriver, Slotted, 3/32" x 2"	246 42 1	CA	\$5.32
426-103	Viscount Systems	Netgear FS108 10/100 Switch, 8 Port	246 35 1	CA	\$175.56
426-100	Viscount Systems	Netgear FS108P 10/100 Switch, 8 Port, 4 + 4 PoE	246 42 1	CA	\$528.44
426-104	Viscount Systems	Netgear FS116 10/100 Switch, 16 Port	246 42 1	CA	\$281.95
426-105	Viscount Systems	Netgear JFS524 10/100 Switch, 24 Port	246 42 1	CA	\$352.89
426-101	Viscount Systems	Netgear FS726TPNA 10/100 Switch, 24 Port, 12 + 12 POE	246 42 1	CA	\$1,046.25
426-102	Viscount Systems	Netgear FS728TP 10/100 Switch, 24 Port, 24 PoE	246 42 1	CA	\$1,329.09
426-106	Viscount Systems	Netgear GS748T 10/100/1000 Switch, 48 Port	246 42 1	CA	\$1,683.75
426-107	Viscount Systems	Netgear GS748TP 10/10/1000 Switch, 48 Port POE	246 42 1	CA	\$2,215.74
400-24-111	Viscount Systems	R10, 6100	246 35 1	CA	\$125.02
400-24-201	Viscount Systems	R10, 6100, FIPS 201, PIV, GSA	246 35 1	CA	\$145.99
400-24-112	Viscount Systems	R15, 6140	246 35 1	CA	\$249.37
400-24-113	Viscount Systems	R30, 6110	246 35 1	CA	\$240.30
400-24-114	Viscount Systems	R40, 6120	246 35 1	CA	\$249.37
400-24-116	Viscount Systems	R90 Long Range, 6150	246 35 1	CA	\$720.91

**ORION MANAGEMENT, LLC.'s GSA NET PRICEBOOK**

<b>Part Number</b>	<b>Manufacturer</b>	<b>Description</b>	<b>SIN</b>	<b>CoO</b>	<b>GSA Net</b>
400-24-115	Viscount Systems	RK40 Reader & Keypad	246 35 1	CA	\$457.93
400-24-117	Viscount Systems	RP15 multiClass™ iCLASS & 125kHz Proximity, Mullion Mount, 6145	246 35 1	CA	\$287.46
400-24-118	Viscount Systems	RP40 multiClass™ iCLASS & 125kHz Proximity Reader, 6125	246 35 1	CA	\$287.46
400-24-119	Viscount Systems	RPK40 multiClass™ iCLASS & 125kHz Prox. Reader, Keypad, 6136	246 35 1	CA	\$494.21
400-40-117	Viscount Systems	RP15-H,PIVCLASS,FIPS/CAK,485FDX,75-BIT,14443A 56-BIT CSN,Wiegand	246 35 1	CA	\$319.19
400-40-118	Viscount Systems	RP40-H,PIVCLASS,FIPS/CAK,485FDX,75-BIT,14443A 56-BIT CSN,Wiegand	246 35 1	CA	\$319.19
400-40-119	Viscount Systems	RPK40-H PIVCLASS Reader,485FDX,75bit GSA,56bit CSN, Keypad,Wiegnd	246 35 1	CA	\$494.21
400-24-210	Viscount Systems	MT11 Multi-Technology 13.56MHz & 125kHz, Mullion Mount, Black	246 35 1	CA	\$249.37
400-24-211	Viscount Systems	MT15 Multi-Technology 13.56MHz & 125kHz, SG, Black	246 35 1	CA	\$249.37
400-24-212	Viscount Systems	MTK15 Multi-Technology 13.56MHz & 125kHz, Keypad, SG, Black	246 35 1	CA	\$408.06
400-24-120	Viscount Systems	Smart Card, Photo Quality Surface, 2000	246 35 1	CA	\$4.49
400-24-122	Viscount Systems	Adhesive Smart Tag, 2060	246 35 1	CA	\$3.93
400-24-123	Viscount Systems	Smart eUnit, (Disk-shaped Transponder Insert), 2070	246 35 1	CA	\$3.94
400-24-124	Viscount Systems	Clamshell Smart Card, 2080	246 35 1	CA	\$2.99
400-24-125	Viscount Systems	Smart Key III (FOB), 64 bit card number, 2050	246 35 1	CA	\$5.83
400-24-161	Viscount Systems	Coil, iClass, Micro Prox	246 35 1	CA	\$5.71
400-24-140	Viscount Systems	MiniProx®, 5365	246 35 1	CA	\$250.28
400-24-141	Viscount Systems	ThinLine® II Switch Plate, 5395	246 35 1	CA	\$254.81
400-24-142	Viscount Systems	Prox80®, 5405	246 35 1	CA	\$264.33
400-24-143	Viscount Systems	ProxPro®, 5355	246 35 1	CA	\$287.46
400-24-144	Viscount Systems	ProxPro® II, 5455	246 35 1	CA	\$259.35
400-24-145	Viscount Systems	ProxPoint® Plus, 6005	246 35 1	CA	\$128.77
400-24-150	Viscount Systems	ProxCard® II Clamshell Card, 1326	246 35 1	CA	\$3.28

**ORION MANAGEMENT, LLC.'s GSA NET PRICEBOOK**

<b>Part Number</b>	<b>Manufacturer</b>	<b>Description</b>	<b>SIN</b>	<b>CoO</b>	<b>GSA Net</b>
400-24-151	Viscount Systems	ProxCard® II Clamshell Card, peel-off self-adhesive front, 1326xAxxV	246 35 1	CA	\$3.89
400-24-152	Viscount Systems	DuoProx® II Graphics Quality PVC, Magnetic Stripe, 1336	246 35 1	CA	\$6.63
400-24-153	Viscount Systems	ProxKey® III Proximity Access Keyfob, 1346	246 35 1	CA	\$6.28
400-24-154	Viscount Systems	ProxPass® II Long Range Active Tag for Vehicle Access, 1351	246 35 1	CA	\$35.44
400-24-155	Viscount Systems	ISOProx® II Graphics Quality PVC Card, 1386	246 35 1	CA	\$6.03
400-24-158	Viscount Systems	MicroProx® Proximity Access Tag with peel-off self-adhesive back, 1391	246 35 1	CA	\$4.38
400-24-130	Viscount Systems	HID FlexSmart® MIFARE® Reader, 6075	246 35 1	CA	\$178.64
400-24-131	Viscount Systems	HID FlexSmart® MIFARE® Contactless Smart Card, 1430	246 35 1	CA	\$3.72
400-21-54	Viscount Systems	Long Range Reader - Wiegand	246 35 1	CA	\$1,274.78
400-21-55	Viscount Systems	Long Range Reader Windshield Tag	246 35 1	CA	\$34.46
400-21-56	Viscount Systems	Long Range Reader Software/Cable Kit	246 35 1	CA	\$61.66
50-1314-01	Viscount Systems	InfraClik IR Standalone Receiver	246 35 1	CA	\$574.91
50-1314-21	Viscount Systems	InfraClik IR Receiver	246 35 1	CA	\$364.53
50-1315-01	Viscount Systems	InfraClik IR Transmitter	246 35 1	CA	\$41.71
50-1315-02	Viscount Systems	InfraClik IR Transmitter, Customized	246 35 1	CA	\$48.97
50-1315-01C	Viscount Systems	InfraClik IR Transmitter & E tag (416-6200) Combo	246 35 1	CA	\$47.15
50-1315-02C	Viscount Systems	InfraClik IR Transmitter & E tag (416-6200) Combo, Customized	246 35 1	CA	\$54.41
416-MS-LR	Viscount Systems	MESH Proximity Reader - up to 36" (Requires Datastream Module)	246 35 1	CA	\$1,095.42
25-23-30	Viscount Systems	Enterphone Visitor Tracking Cable	246 35 1	CA	\$516.88
25-23-31	Viscount Systems	RS232/485 Visitor Tracking Cable	246 35 1	CA	\$516.88
420-6100	Viscount Systems	RadioClik Wiegand RF Receiver	246 35 1	CA	\$382.67
420-6001	Viscount Systems	1 Button RadioClik, Wiegand RF Transmitter, Black/Grey	246 35 1	CA	\$48.97
420-6002	Viscount Systems	2 Button RadioClik, Wiegand RF Transmitter	246 35 1	CA	\$52.59
420-6004	Viscount Systems	4 Button RadioClik, Wiegand RF Transmitter	246 35 1	CA	\$56.22
420-6001C	Viscount Systems	1 Button RadioClik, Wiegand RF Transmitter & E tag Combo	246 35 1	CA	\$52.59
420-6002C	Viscount Systems	2 Button RadioClik, Wiegand RF Transmitter & E tag Combo	246 35 1	CA	\$58.04
420-6004C	Viscount Systems	4 Button RadioClik, Wiegand RF Transmitter & E tag Combo	246 35 1	CA	\$61.66
420-4010	Viscount Systems	RadioClik PLUS RF Receiver Wiegand	246 35 1	CA	\$255.72

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<b>Part Number</b>	<b>Manufacturer</b>	<b>Description</b>	<b>SIN</b>	<b>CoO</b>	<b>GSA Net</b>
420-4040	Viscount Systems	Wiegand RF Garage Door Receiver – 40 mem.	246 35 1	CA	\$239.40
420-1005	Viscount Systems	50 Mem. Stand Alone RF Receiver	246 35 1	CA	\$411.69
420-1010	Viscount Systems	100 Mem. Stand Alone RF Receiver	246 35 1	CA	\$502.37
420-1025	Viscount Systems	250 Mem. Stand Alone RF Receiver	246 35 1	CA	\$594.86
420-1050	Viscount Systems	500 Mem. Stand Alone RF Receiver	246 35 1	CA	\$685.54
420-1100	Viscount Systems	1000 Mem. Stand Alone RF Receiver	246 35 1	CA	\$776.22
420-1250	Viscount Systems	1250 Mem. Stand Alone RF Receiver	246 35 1	CA	\$868.72
420-2011-W	Viscount Systems	1 Button RadioClik PLUS Wiegand Transmitter	246 35 1	CA	\$47.15
420-2012-W	Viscount Systems	2 Button RadioClik PLUS Wiegand Transmitter	246 35 1	CA	\$52.59
420-2013-W	Viscount Systems	3 Button RadioClik PLUS Wiegand Transmitter	246 35 1	CA	\$52.59
30-FF-WIN	Viscount Systems	Single site, Single Station, 2 User License, Windows, Software Only	246 35 1	CA	\$539.55
30-FF-MAC	Viscount Systems	Single Site, Single Station, 2 User License, MAC O/S, Software Only	246 35 1	CA	\$539.55
30-FF-WINSMM	Viscount Systems	Single Site, Multi-station, Multi-user License, Windows Server, Software Only	246 35 1	CA	\$1,537.03
50-FF-LNX	Viscount Systems	Single Site, Multi-station, Multi-user License, Linux, Hardware Included	246 35 1	CA	\$2,262.47