Multiple Award Schedule

FSC Group: Professional Services                                FSC Class: R408/R706

Contract Number: GS-10F-0032X

Contract Period: November 15, 2020 through November 14, 2025

Total Computer Solutions, Inc.
6417 Lake Meadow Drive
Burke, VA 22015
(703) 224-4200
jjoseph@totalcsi.com
http://www.totalcsi.com

Contract Administrator: Joel Joseph, President

Service Disabled Veteran Owned Small Business

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

Pricelist current through Modification # PS-0033 effective June 22, 2022

Prices Shown Herein are Net (discount deducted)
CUSTOMER INFORMATION:

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

<table>
<thead>
<tr>
<th>SIN</th>
<th>SIN Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>541614</td>
<td>Deployement, Distribution &amp; Transportation Logistics Services</td>
</tr>
<tr>
<td>541611</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
</tr>
<tr>
<td>OLM</td>
<td>Order Level Materials</td>
</tr>
</tbody>
</table>

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.: See pages 5-6

1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item.: See pages 7-16

2. Maximum Order: SIN 541614 - $1,000,000; SIN 541611 - $1,000,000.00; OLM - $250,000

3. Minimum Order: $100.00

4. Geographic Coverage (Delivery Area): Worldwide

5. Point(s) of production (city, county, and state or foreign country): 6417 Lake Meadow Drive, Burke, VA 22015
6. Discount from list prices or statement of net price: All prices shown are net prices

7. Quantity discounts: None

8. Prompt Payment Terms: 0%, Net 30 days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. Foreign items (list items by country origin): N/A

10a. Time of Delivery: Specified on the Task Order

10b. Expedited Delivery: Contact Contractor

10c. Overnight and 2-day delivery: Contact Contractor

10d. Urgent Requirements: Contact Contractor.

11. F.O.B. Point(s): Destination

12a. Ordering Address: Total Computer Solutions, Inc.
6417 Lake Meadow Drive
Burke, VA 22015
Phone: (703) 224-4200

12b. 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.

13. Payment Address: Total Computer Solutions, Inc.
6417 Lake Meadow Drive
Burke, VA 22015
Phone: (703) 224-4200

14. Warranty Provision: Contractor’s standard commercial warranty

15. Export Packing Charges (if applicable): N/A

16. Terms and conditions of rental, maintenance, and repair (if applicable): N/A

17. Terms and conditions of installation (if applicable): N/A

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A

18b. Terms and conditions for any other services (if applicable): N/A
19. List of service and distribution points (if applicable): N/A
20. List of participating dealers (if applicable): N/A
21. Preventive maintenance (if applicable): N/A
22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): N/A
22b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov. N/A
23. Unique Entity Identifier (UEI) number: ZFMCERBNCV61
24. Notification regarding registration in System for Award Management (SAM) database: Contractor registered and active in SAM.
Service Contract Labor Standards Matrix

<table>
<thead>
<tr>
<th>SCLS Eligible Contract Labor Category</th>
<th>SCLS Equivalent Code Title</th>
<th>WD Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Support Specialist</td>
<td>01113 – General Clerk III</td>
<td>2015-4281</td>
</tr>
</tbody>
</table>

The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (**) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).

**GSA Approved Labor Rates for SINs 541614 & 541611:**

All rates include IFF fee.

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Min. Edu.</th>
<th>Min Exp.</th>
<th>Rates</th>
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<tr>
<td>Program Director 2</td>
<td>MA</td>
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<td>Program Director 1</td>
<td>BA</td>
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<td>$128.64</td>
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<td>MA</td>
<td>17</td>
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**Denotes SCLS labor category**
### GSA Approved Labor Category Descriptions for SINs 541614 & 541611

**Experience Substitutions Methodology:**

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Min Edu</th>
<th>Min Exp</th>
<th>PhD</th>
<th>Master’s</th>
<th>Bachelor’s</th>
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</tr>
</tbody>
</table>

- **Program Director 2:**

  **Functional Responsibilities:** Manages program operations involving multiple projects/delivery orders and personnel at various locations. Organizes, directs, and coordinates planning and execution of all program/technical support activities. Must have demonstrated expertise and communications skills to be able to interface with all levels of management. May simultaneously plan and manage the transition of several projects. Responsible for all deliverables to client as well as keeping corporate offices informed. Meets and confers with Government management officials regarding the status of specific Contractor program/technical activities and problems, issues or conflicts regarding resolution.

**Minimum Experience:** 20 years

**Minimum Education:** Master’s Degree
• **Program Director 1:**

**Functional Responsibilities:** Manages program operations involving multiple projects/delivery orders and personnel at various locations. Organizes, directs, and coordinates planning and execution of all program/technical support activities. Must have demonstrated expertise and communications skills to be able to interface with all levels of management. May simultaneously plan and manage the transition of several projects. Meets and confers with Government management officials regarding the status of specific Contractor program/technical activities and problems, issues or conflicts regarding resolution.

**Minimum Experience:** 15 years  
**Minimum Education:** Bachelor’s Degree

• **Functional Expert Consultant 2:**

**Functional Responsibilities:** Coordinates and provides task-unique functional expertise. Has unique technical knowledge relevant to contract requirements. Manages analysis, evaluation, and implementation of tasks.

**Minimum Experience:** 17 years  
**Minimum Education:** Master’s Degree

• **Functional Expert Consultant 1:**

**Functional Responsibilities:** Provides task unique functional expertise necessary to interpret requirements including managing a team of functional experts as needed. Has unique technical knowledge of contract requirements. Assists with analysis, evaluation, and implementation of tasks.

**Minimum Experience:** 15 years  
**Minimum Education:** Master’s Degree

• **Technical Writer**:  

**Functional Responsibilities:** Responsible (either individually or with other team members) for the writing of major portions of technical publications. Supports the complete workflow process to ensure successful completion of each revision cycle and distribution of technical publications. Complies with established quality processes to ensure accuracy, ease of use and timely delivery of each revision cycle content. Writes technical publications content as directed. Conducts reviews and analyzes technical documents to gain a thorough understanding of how complex systems operate and how they are to be integrated into technical manuals to provide the end user with the level of
text and graphics. Consults with internal/external customers and engineering to create/revise technical manuals to support the department/corporate operating priorities. Provide input to management on new processes or technology for integration into the technical publications business model. Assist in developing solutions for overcoming the technology/technical issues introduced by outside suppliers for incorporation into existing manuals.

Minimum Experience: 20 years
Minimum Education: Bachelor’s Degree

- **Program Manager 2:**

  **Functional Responsibilities:** Manages plans and coordinates large and/or complex activities such as business, technical, educational, scientific, research or policy programs. May serve as the primary high-level customer interface to ensure optimum program performance and customer satisfaction. Designs, directs and coordinates program implementation. Organizes and monitors the program team. Oversees ongoing activities and tasks to ensure that all specified goals and objectives are met. Monitors and reviews progress reports and other performance indicators for conformance with established time lines, due dates and budget allocations. Modifies or alters procedures, methods or schedules when necessary to reach required outcomes. Reviews program reports prepared for clients and superiors.

  Minimum Experience: 10 years
  Minimum Education: Bachelor’s Degree

- **Program Manager 1:**

  **Functional Responsibilities:** Manages, plans and coordinates large activities such as business, technical, educational, scientific, research or policy programs. May serve as the primary high-level customer interface to ensure optimum program performance and customer satisfaction. Designs, directs and coordinates program implementation. Monitors the program team. Oversees ongoing activities and tasks to ensure that all specified goals and objectives are met. Monitors and reviews progress reports and other performance indicators for conformance with established time lines, due dates and budget allocations. Modifies or alters procedures, methods or schedules when necessary to reach required outcomes. Reviews program reports prepared for clients and superiors.

  Minimum Experience: 8 years
  Minimum Education: Bachelor’s Degree

- **Project Manager 3:**

  **Functional Responsibilities:** Manages complex projects and provides day-to-day technical leadership for the design, implementation and operation of diverse projects to meet established objectives and successful completion of task orders. Ensures that assigned deliverables meet or exceed client expectations. Creates project plan, identifies
staff requirements, controls costs, schedules staffing hours, meets deadlines, provides deliverables and ensures client satisfaction. Anticipates potential problems, identifies solutions and takes corrective action. Interfaces directly with client and may be primary point of contact and communication channel with client. Responsible for all staffing actions including hiring, firing and performance evaluation.

**Minimum Experience:** 10 years  
**Minimum Education:** Bachelor’s Degree

- **Project Manager 2:**

  **Functional Responsibilities:** Manages complex projects and provides day-to-day technical leadership for the design, implementation and operation of diverse projects to meet established objectives and successful completion of task orders. Ensures that assigned deliverables meet or exceed client expectations. Creates project plan, identifies staff requirements, controls costs, schedules staffing hours, meets deadlines, provides deliverables and ensures client satisfaction. Anticipates potential problems, identifies solutions and takes corrective action. Interfaces directly with client and may be primary point of contact and communication channel with client. May be responsible for all staffing actions including hiring, firing and performance evaluation.

  **Minimum Experience:** 7 years  
  **Minimum Education:** Bachelor’s Degree

- **Project Manager 1:**

  **Functional Responsibilities:** Manages large projects and provides day-to-day technical leadership for the design, implementation and operation of diverse projects to meet established objectives and successful completion of task orders. Ensures that assigned deliverables meet or exceed client expectations. Creates project plan, identifies staff requirements, controls costs, schedules staffing hours, meets deadlines, provides deliverables and ensures client satisfaction. Anticipates potential problems, identifies solutions and takes corrective action. Interfaces directly with client and may be primary point of contact and communication channel with client. May be responsible for all staffing actions including hiring, firing and performance evaluation.

  **Minimum Experience:** 5 years  
  **Minimum Education:** Bachelor’s Degree

- **Subject Matter Expert 4:**

  **Functional Responsibilities:** As a recognized professional with unique experience, qualifications and credentials, provides expertise to advise and assist clients in dealing with complex efforts in fields such as but not limited to national security and intelligence, homeland defense, international relations, military strategy and planning, policy development, interagency coordination or other complex issues requiring, extensive subject matter knowledge and experience. Applies detailed subject matter expertise within functional areas such as but not limited to strategic planning, organizational assessment, customer relations, e-government, training, exercise development and
execution, and change management designed to alter specific management, business, technical, functional, policy or academic aspects of the program. Provides expert assessments and advice to client’s leadership. May act independently or as part of a team in leading or supporting efforts dealing with extremely important and complex issues. May lead or collaborate with agency and interagency working groups.

**Minimum Experience:** 15 years
**Minimum Education:** Bachelor’s Degree

- **Subject Matter Expert 3:**

  **Functional Responsibilities:** As a recognized professional with unique experience, qualifications and credentials, provides expertise to advise and assist clients in dealing with complex efforts in fields such as but not limited to national security and intelligence, homeland defense, international relations, military strategy and planning, policy development, interagency coordination or other complex issues requiring, extensive subject matter knowledge and experience. Applies detailed subject matter expertise within functional areas such as but not limited to strategic planning, organizational assessment, customer relations, e-government, training, exercise development and execution, and change management designed to alter specific management, business, technical, functional, policy or academic aspects of the program. Provides expert assessments and advice to client’s leadership. May act independently or as part of a team in leading or supporting efforts dealing with extremely important and complex issues. May lead or collaborate with agency and interagency working groups.

  **Minimum Experience:** 12 years

  **Minimum Education:** Bachelor’s Degree

- **Subject Matter Expert 2:**

  **Functional Responsibilities:** As a recognized professional with unique experience, qualifications and credentials, provides expertise to advise and assist clients in dealing with complex efforts in fields such as but not limited to national security and intelligence, homeland defense, international relations, military strategy and planning, policy development, interagency coordination or other complex issues requiring, extensive subject matter knowledge and experience. Applies detailed subject matter expertise within functional areas such as but not limited to strategic planning, organizational assessment, customer relations, e-government, training, exercise development and execution, and change management designed to alter specific management, business, technical, functional, policy or academic aspects of the program. Provides expert assessments and advice to client’s leadership. May act independently or as part of a team in leading or supporting efforts dealing with extremely important and complex issues. May lead or collaborate with agency and interagency working groups.

  **Minimum Experience:** 8 years

  **Minimum Education:** Bachelor’s Degree
• **Subject Matter Expert 1:**

**Functional Responsibilities:** As a recognized professional with unique experience, qualifications and credentials, advises and assists clients in dealing with complex efforts in fields such as but not limited to national security and intelligence, homeland defense, international relations, military strategy and planning, policy development, interagency coordination or other complex issues requiring, extensive subject matter knowledge and experience. Applies detailed subject matter expertise within functional areas such as but not limited to strategic planning, organizational assessment, customer relations, e-government, training, exercise development and execution, and change management designed to alter specific management, business, technical, functional, policy or academic aspects of the program. Provides expert assessments and advice to client’s leadership. May act independently or as part of a team in leading or supporting efforts dealing with extremely important and complex issues. May lead or collaborate with agency and interagency working groups.

**Minimum Experience:** 6 years  
**Minimum Education:** Bachelor’s Degree

• **Analyst 3:**

**Functional Responsibilities:** Deals with diverse, complex issues which are frequently multidimensional in nature and often cross several programs or functional areas. Applies skills in analytical, mathematical, or statistical techniques in defining problems, proposing solutions and crafting implementation strategies and recommended courses of action. Contributes to analytical studies, reports and white papers that support a wide variety of organizational efforts such as but not limited to business process reengineering, policy formulation, budgetary requirements, workforce planning, continuity of operations, systems integration, strategic planning, program assessment and customer relations. May propose new procedures, processes and techniques based on analysis of data and information from multiple sources. Prepares and presents evaluations, proposals and recommendations to officials, working groups, coordinating committees and management. May provide analytical leadership to functional teams, cells, committees and other task oriented working groups.

**Minimum Experience:** 4 years  
**Minimum Education:** Bachelor’s Degree

• **Analyst 2:**

**Functional Responsibilities:** Deals with complex issues which are frequently multidimensional in nature and may cross several programs or functional areas. Applies skills in analytical, mathematical, or statistical techniques in defining problems, proposing solutions and crafting implementation strategies and recommended courses of action. Contributes to analytical studies, reports and white papers that support a wide variety of organizational efforts such as but not limited to business process reengineering, policy formulation, budgetary requirements, workforce planning, continuity of operations, systems integration, strategic planning, program assessment and customer relations.
relations. May propose new procedures, processes and techniques based on analysis of data and information from multiple sources. Prepares and presents evaluations, proposals and recommendations to officials, working groups, coordinating committees and management. May provide analytical support to functional teams, cells, committees and other task oriented working groups.

**Minimum Experience:** 2 years  
**Minimum Education:** Bachelor’s Degree

- **Analyst 1:**

  **Functional Responsibilities:** Deals with complex issues which may cross several programs or functional areas. Applies skills in analytical, mathematical, or statistical techniques in defining problems, proposing solutions and crafting implementation strategies and recommended courses of action. Contributes to analytical studies, reports and white papers that support a wide variety of organizational efforts such as but not limited to business process reengineering, policy formulation, budgetary requirements, workforce planning, continuity of operations, systems integration, strategic planning, program assessment and customer relations. May propose new procedures, processes and techniques based on analysis of data and information from multiple sources. Prepares and presents evaluations, proposals and recommendations to tactical level officials, working groups, committees and management. May provide analytical support to functional teams, cells, committees and other task oriented working groups.

  **Minimum Experience:** 1 year  
  **Minimum Education:** Bachelor’s Degree

- **Analyst Manager 1:**

  **Functional Responsibilities:** Provides leadership and analytical expertise to teams and groups dealing with complex issues which are frequently multidimensional in nature. Guides the group in applying advanced level skills in analytical, mathematical, or statistical techniques in defining problems, proposing solutions and crafting implementation strategies and recommended courses of action. Coordinates the preparation and drafting of analytical studies, reports and white papers that contribute to a wide variety of organizational efforts such as business process reengineering, policy formulation, budgetary requirements, workforce planning, continuity of operations, systems integration, strategic planning, program assessment and customer relations. May design new procedures, processes and techniques based on analysis of data and information from multiple sources. May prepare and present comprehensive evaluations, proposals and recommendations to officials, working groups, coordinating committees and senior level management.

  **Minimum Experience:** 5 years  
  **Minimum Education:** Bachelor’s Degree
• **Program Analyst 1:**

**Functional Responsibilities:** Provides knowledge and expertise in a specific field or function such as but not limited to intelligence collection and analysis, logistics, strategic planning, exercises and modeling, budgetary forecasts and requirements, staffing and human resources, policy development and coordination, contracting, public health, strategic communications, emergency preparedness, and program management. Applies skills in analytical, statistical or mathematical techniques in defining problems, proposing solutions and crafting implementation strategies and suggested courses of action. Contributes to analytical studies, reports and white papers that support the work of a specific project or program. Supports the design new procedures, processes and techniques based on analysis of data and information from multiple sources. May prepare and present comprehensive evaluations and reports to officials and management. May provide analytical support to functional teams, cells, committees and other task oriented working groups.

**Minimum Experience:** 4 years  
**Minimum Education:** Bachelor’s Degree

• **Program Support 2:**

**Functional Responsibilities:** Supports strategic, operational and tactical level programs. Prepares, analyzes and updates project schedules and timelines. Provides reports on status of projects and problems encountered and resolved. May monitor and track expenditures and provide earned value and other recurring management and financial reports. Collects data and information and prepares ad hoc reports as directed. Organizes and maintains program files. Tracks delivery status of deliverables and reminds staff of pending due dates. Attends meetings, progress reviews, working groups and briefings. Prepares reports on issues discussed, recommendations and decisions. Distributes information and takes follow up action as required.

**Minimum Experience:** 4 years  
**Minimum Education:** Associate’s Degree

• **Program Support 1:**

**Functional Responsibilities:** Supports strategic, operational and tactical level programs. Prepares, analyzes and updates project schedules and timelines. Provides reports on status of projects and problems encountered and resolved. May monitor and track expenditures and provide earned value and other recurring management and financial reports. Collects data and information and prepares ad hoc reports as directed. Organizes and maintains program files. Tracks delivery status of deliverables and reminds staff of pending due dates. Attends meetings, progress reviews, working groups and briefings. Prepares reports on issues discussed, recommendations and decisions. Distributes information and takes follow up action as required.

**Minimum Experience:** 2 years  
**Minimum Education:** Associate’s Degree
• **Acquisition/Budget Specialist 3:**

**Functional Responsibilities:** Provides advice and assistance on contractual matters in the acquisition planning stages based on a working knowledge of regulation policy. May be responsible for assisting with performance measurements to include financial planning and the development of writing performance criteria and requirements into sound/sufficient Statement of Work and or task/orders. May perform or evaluate cost benefit/risk assessments, life cycle analysis, earned value analysis, internal control procedures, market research, and trends, conditions and technological advances as they apply to the program. May provide expert assistance in evaluating proposals; contract administration services; and competitive sourcing support, including OMB Circular A-76 studies, and strategic sourcing studies. May assist in the development of independent government cost estimates, budget, planning and scheduling and activity based accounting. May also be responsible for assisting with contract and grants management and providing overall program office acquisition administration functions to include program control and budget tracking.

**Minimum Experience:** 8 years  
**Minimum Education:** Bachelor’s Degree

• **Acquisition/Budget Specialist 2:**

**Functional Responsibilities:** Provides advice and assistance on contractual matters in the acquisition planning stages based on a working knowledge of regulation policy. May be responsible for assisting with performance measurements to include financial planning and the development of writing performance criteria and requirements into sound/sufficient Statement of Work and or task/orders. May perform or evaluate cost benefit/risk assessments, life cycle analysis, earned value analysis, internal control procedures, market research, and trends, conditions and technological advances as they apply to the program. May provide expert assistance in evaluating proposals; contract administration services; and competitive sourcing support, including OMB Circular A-76 studies, and strategic sourcing studies. May assist in the development of independent government cost estimates, budget, planning and scheduling and activity based accounting. May also be responsible for assisting with contract and grants management and providing overall program office acquisition administration functions to include program control and budget tracking.

**Minimum Experience:** 5 years  
**Minimum Education:** Bachelor’s Degree

• **Acquisition/Budget Specialist 1:**

**Functional Responsibilities:** Provides advice and assistance on contractual matters in the acquisition planning stages based on a working knowledge of regulation policy. May be responsible for assisting with performance measurements to include financial planning and the development of writing performance criteria and requirements into sound/sufficient Statement of Work and or task/orders. May perform or evaluate cost benefit/risk assessments, life cycle analysis, earned value analysis, internal control
procedures, market research, and trends, conditions and technological advances as they apply to the program. May provide expert assistance in evaluating proposals; contract administration services; and competitive sourcing support, including OMB Circular A-76 studies, and strategic sourcing studies. May assist in the development of independent government cost estimates, budget, planning and scheduling and activity based accounting. May also be responsible for assisting with contract and grants management and providing overall program office acquisition administration functions to include program control and budget tracking.

**Minimum Experience:** 2 years  
**Minimum Education:** Bachelor’s Degree

- **Acquisition Consultant:**

  **Functional Responsibilities:** Provide senior level support to program management and federal acquisition management activities. Plans, initiates, manages and executes mission-oriented business programs and projects. May provide acquisition planning assistance, market research, recommending procurement strategy, acquisition document development, and contract administration, including contract performance monitoring.

  **Minimum Experience:** 8 years  
  **Minimum Education:** Bachelor’s Degree

- **Acquisition Business Manager:**

  **Functional Responsibilities:** Provide support to program management and federal acquisition management activities. Plans, initiates, manages and executes mission-oriented business programs and projects. May provide financial assessment of acquisition strategy, business Case assessment of market research, cost estimate integration with plans and budgets, financial assessment of acquisition progress, financial assessment of budgetary changes, and may provide reporting and documentation associated with project/program objectives.

  **Minimum Experience:** 10 years  
  **Minimum Education:** Bachelor’s Degree

- **Administrative Support Specialist**:  

  **Functional Responsibilities:** Provides administration and documentation support to program management and federal acquisition management activities. May maintain files and prepare correspondence, update schedules, plan meetings and coordinates travel. May maintain version control of developed documentation, organize and maintain project library and document repositories, and may perform document retrieval.

  **Minimum Experience:** 1 year  
  **Minimum Education:** High School Diploma

**Denotes SCLS labor category**