

GSA Contract Number: GS10F0033L



Mission Oriented Business Integrated Services (MOBIS)

Federal Supply Schedule 874

Sin 874-1

Sin 874-2

Sin 874-6

Sin 874-7

Company Information

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Master Price List for GSA Contract Number GS-10F-0033L

SIN 874-1: Consulting Services

SIN 874-2: Facilitation Services

SIN 874-6: Privatization Support Services and Documentation (A-76)

SIN 874-7: Program Integration and Project Management Services

Labor Category	FY 2010 GSA Rate
Principal	155.02
Program Manager	119.13
Business Manager	119.13
Engineer/Scientist V	119.13
Engineer/Scientist IV	93.97
Engineer/Scientist III	90.89
Engineer/Scientist II	63.39
Engineer/Scientist I	56.49
Analyst/Planner V	93.97
Analyst/Planner IV	90.89
Analyst/Planner III	84.75
Analyst/Planner II	55.28
Analyst/Planner I	44.22
Database Specialist II	44.22
Database Specialist I	40.53
Computer Graphics Technician III	56.73
Computer Graphics Technician II	44.22
Computer Graphics Technician I	40.53
Conference Planner	90.89
Technical Editor/Writer II	55.28
Technical Editor/Writer I	40.53
Administrative Assistant II	40.53
Administrative Assistant I	39.91
Word Processor	39.91
Technician I	25.54
Senior Executive Consultant/Subject Matter Expert	376.01
Executive Consultant	300.81
Senior Specialist Consultant	240.65
Senior Consultant	210.57
Consultant	180.49
Record/Document Specialist	79.13

LABOR CATEGORY DESCRIPTIONS

Principal

Minimum/General Experience: Minimum of ten (10) years of general experience in technical areas, including six (6) years of experience in leading the technical or programmatic aspects of a team in a task or project. Demonstrated capabilities and experience in one of the following areas: materials management, waste management, environment, health and safety, risk assessment, business analysis, communication, security/safeguards, or information systems.

Minimum Education: Bachelor's degree from an accredited university or college in a related engineering, computer science, physical science, or technical field, or equivalent1.

Program Manager

Minimum/General Experience: Must possess eight (8) years of progressively more responsible technical and project management experience in one or more of the required specialty areas.

Functional Responsibilities: Serves as liaison between Contractor personnel, the Contracting Officer's Technical Representative (COTR), the Contracting Officer (CO), and corporate management. Plans, organizes, and controls the overall activities of the project (i.e., project management, technical work, quality of work, schedule, and costs associated with various task orders issued under the contract). Ensures that proper methodologies and procedures are followed in accordance with project requirements. Responsible for coordinating and directing personnel with diverse technical skills and backgrounds to ensure high quality products are delivered on time and within budget limitations. Coordinates activities and seeks resolution of contractual and technical problems while working with the CO, the COTR, and the Government project manager.

Minimum Education: Bachelor's degree from an accredited university or college in a related engineering, computer science, physical science, business, or technical discipline, or equivalent1

BUSINESS MANAGER

Description: Performs day-to-day management of contract support operations, possibly involving multiple tasks and groups of personnel at multiple locations, on a single project. Demonstrates skills in the scope of work encompassed by the task order; provides technical guidance to the project team in performance of the work, and reviews the quality of all work products. Organizes, directs, and coordinates the planning and production of all contract support activities. Responsible for staffing, project planning, project financials, and staff direction and oversight. The Business Manager maintains and manages the client interface at the COTR levels of the client organization. Assists the Program Manager as required in managing contract performance.

Experience & Education: Minimum of 12 years experience and Bachelors Degree

Engineer/Scientist V

Description: Performs work of a technically complex nature regarding the specific project. Responsible for quality of technical analyses performed on the specific project. Directs and reviews the work of engineers.

Experience: Minimum of ten (10) years of general experience in technical areas, including five (5) years of experience in managing or leading a team in a task or project. Must have capabilities and experience in the following areas: nuclear materials management, radioactive waste management, environmental restoration, nuclear safety, risk assessment, or computer information systems.

Minimum Education: Bachelor's degree from an accredited university or college in a related engineering, computer science, physical science, or technical field, or equivalent1.

Engineer/Scientist IV

Minimum/General Experience: Must have a minimum of five (5) years of experience in the appropriate specialty area. Must be technically competent in at least two of the following technical disciplines: information and communications systems, systems engineering, system test and evaluation, information security, network analysis, engineering, nuclear materials management, radioactive waste management, environmental restoration, nuclear safety, or risk assessment.

Minimum Education: Bachelor's degree from an accredited university or college in a related engineering, computer science, physical science, or technical field, or equivalent1.

Engineer/Scientist III

Minimum/General Experience: Must have a minimum of four (4) years of experience in the appropriate specialty area. Must be technically competent in at least two of the following technical disciplines: geology, hydrogeology, geotechnical engineering, earth sciences, or a related field.

Minimum Education: Bachelor's degree from an accredited university or college in a related earth science, engineering, physical science, or technical field, or equivalent1.

Engineer/Scientist II

Minimum/General Experience: Must have a minimum of five (5) years of experience in the appropriate specialty area. Must be technically competent in at least one of the following technical disciplines: toxicology, chemistry, biology, pharmacology, food science, public health, mathematics, nurse, or risk assessment.

Minimum Education: Bachelor's degree from an accredited university or college in a related science, engineering, medical science, physical science, or technical field, or equivalent1.

Engineer/Scientist I

Minimum/General Experience: Must have a minimum of five (2) years of experience in the appropriate specialty area. Must be technically competent in at least one of the

following technical disciplines: toxicology, chemistry, biology, pharmacology, food science, public health, mathematics, nurse, or risk assessment.

Minimum Education: Bachelor's degree from an accredited university or college in a related science, engineering, medical science, physical science, or technical field, or equivalent¹.

Analyst - V

Description: Senior expert with extensive knowledge and experience developing and applying analytic methodologies and principles, and is recognized as a leader within MOBIS functions. Leads the application of analytic techniques and helps define project objectives and strategic direction. Is responsible for providing leadership and vision to client and project teams around the methodology. Resolves complex problems, which require an in-depth knowledge of analytic methodologies and principles. Directs the activities of more junior Analysts or other staff as necessary on activities related to the application of analytical techniques and methodologies. Demonstrated managerial and supervisory skills.

Minimum/General Experience: Must have ten (10) to fifteen (15) years of experience directly related to engineering, scientific, business, or programmatic issues and an understanding of applicable technical concepts and practices.

Minimum Education: Bachelor's degree from an accredited university or college in a related field, or equivalent¹.

Analyst - IV

Description: Senior expert with extensive knowledge and experience developing and applying analytic methodologies and principles, and is recognized as a leader within MOBIS functions. Leads the application of analytic techniques and helps define project objectives and strategic direction. Is responsible for providing leadership and vision to client and project teams around the methodology. Resolves complex problems, which require an in-depth knowledge of analytic methodologies and principles. Directs the activities of more junior Analysts or other staff as necessary on activities related to the application of analytical techniques and methodologies. Demonstrated managerial and supervisory skills.

Minimum/General Experience: Must have ten (10) to twelve (12) years of experience directly related to engineering, scientific, business, or programmatic issues and an understanding of applicable technical concepts and practices.

Minimum Education: Bachelor's degree from an accredited university or college in a related field, or equivalent¹.

Analyst - III

Description: Possesses demonstrated knowledge and experience applying analytic methodologies and principles to address client needs. Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Performs analyst functions including data collection, interviewing, data

modeling, project testing, and creation of performance measurements to support project objectives. Conducts activities in support of project team's objectives. Works closely with Analyst 2, Task Leads, or Project Manager. Directs the activities of junior staff as necessary.

Minimum/General Experience: Bachelor's degree in a relevant field or a minimum of four (4) years of general experience, including eight (8) years of specialized experience.

Analyst II

Description: Possess knowledge of applying analytic methodologies and principles to address client's needs. Supports analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conducts activities in support of project team's objectives. Works closely with senior Analysts or Team Leads.

Experience & Education: Minimum of 5 years experience and Bachelors Degree

Analyst I

Description: Possess knowledge of applying analytic methodologies and principles to address client's needs. Supports analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conducts activities in support of project team's objectives. Works closely with senior Analysts or Team Leads.

Experience & Education: Minimum of 5 years experience and Bachelors Degree

Database Specialist II

Minimum/General Experience: Must have at least ten (10) years of experience directly related to systems design, development, testing, and implementation. Must have capabilities and experience in two or more specific technical areas directly related to computer systems.

Functional Responsibilities: Performs work of a technically complex nature regarding the specific project. Develops program specifications for application software development under general supervision. Defines the logic, performs the coding, and tests and debugs the programs. Prepares system and program specifications and documentation that includes designing report formats, record layouts, screen layouts and algorithms. Implements modifications to existing systems. Documents program and system logic. Defines and designs data capture forms, data conversion procedures, data validation/correction steps, and database definition tables.

Minimum Education: Bachelor's degree from an accredited university or college in a related engineering, computer science, physical science, or technical field, or equivalent.

Database Specialist I

Minimum/General Experience: Must have capabilities and five (5) years of experience in computer programming, managing computer system operation, and developing computer database systems.

Functional Responsibilities: Performs project work under the direction of a Programmer, requiring technical skills and knowledge of computer software principals. Develops and/or maintains operating systems, communications software, database packages, compilers, assemblers, and utility programs. Modifies existing and creates special purpose software and ensures system efficiency and integrity. Analyzes system requirements and designs specifications. Develops block diagrams and logic flow charts. Translates detailed design into computer

software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including project plans, software program, and user documentation. Enhances software to reduce operating time or improve efficiency.

Minimum Education: Bachelor's degree from an accredited university or college in a related engineering, computer science, physical science, or technical field, or equivalent.

Computer Graphics Technician III

Minimum/General Experience: Must have capabilities and ten (10) years of demonstrated experience in providing graphic support to technical organizations utilizing the latest technologies.

Functional Responsibilities: Provides support to project personnel in the areas of report layout and design, color selections, and development of graphic materials. Coordinates and oversees production of reports, visual materials, and other documents.

Minimum Education: Bachelor's degree from an accredited university or college in a graphic design, communications, or technical field, or equivalent.

Computer Graphics Technician II

Minimum/General Experience: Must have capabilities and eight (8) years of demonstrated experience in providing graphic support to technical organizations utilizing the latest technologies.

Functional Responsibilities: Provides support to project personnel in the areas of report layout and design, color selections, and development of graphic materials. Coordinates and oversees production of reports, visual materials, and other documents.

Minimum Education: Bachelor's degree from an accredited university or college in a graphic design, communications, or technical field, or equivalent.

Computer Graphics Technician I

Minimum/General Experience: Must have capabilities and three (3) years of demonstrated experience in providing graphic support to technical organizations utilizing the latest technologies.

Functional Responsibilities: Provides support to project personnel in the areas of report layout and design, color selections, and development of graphic materials. Coordinates and oversees production of reports, visual materials, and other documents.

Minimum Education: Bachelor's degree from an accredited university or college in a graphic design, communications, or technical field, or equivalent.

Conference Planner

Basic Experience: Three (3) years of experience in Conference planning and processing conference registrations.

Functional Responsibilities: Responsible for providing management oversight and planning of pre, on-site, and post meeting /conference activities; budgeting; delegation of

conference tasks to staff; and negotiating and contracting with hotels and vendor for related services and liaison with client senior staff. Acts as support personnel for meeting activities such as: preparing and shipping event materials; on site assistance at events; processing registrations, preparing letters of confirmation; developing charts and tables; preparing name badges, tents, certificates, etc. for speakers, presenters and participants; duplicating and distributing event materials; setting up conference meeting rooms; implementing meeting evaluation procedures; and aiding in the completion of documentation of participant attendance.

Minimum Education: Bachelor's degree from an accredited university or college in a communications, or technical field, or equivalent.

Technical Writer/Editor II

Minimum/General Experience: Minimum of ten (10) years of general experience in supporting technical staff and/or developing technical reports, including two (2) years of specialized experience.

Functional Responsibilities: Provides support to project personnel in the areas of literature searches, basic analyses, and technical writing.

Minimum Education: Bachelor's degree from an accredited university or college in a related engineering, computer science, physical science, communications, or equivalent

Technical Writer/Editor I

Minimum/General Experience: Minimum of five (5) years of general experience in supporting technical staff and/or developing technical reports, including two (2) years of specialized experience.

Functional Responsibilities: Provides support to project personnel in the areas of literature searches, basic analyses, and technical writing.

Minimum Education: Bachelor's degree from an accredited university or college in a related engineering, computer science, physical science, communications, or technical field, or equivalent

Administrative Assistant - II

Minimum/General Experience: Must have a minimum of five (5) years of experience in a technical environment and a wide range of office/program management support capabilities, including word processing, data management support, spreadsheets, etc. Must have good oral and written communication skills as well as office management skills.

Minimum Education: High school diploma or equivalent.

Administrative Assistant - I

Minimum/General Experience: Must have a minimum of one (1) year of experience in a technical environment and a wide range of office/program management support capabilities, including word processing, data management support, spreadsheets, etc. Must have good oral and written communication skills as well as office management skills.

Functional Responsibilities: Assists management in office administration, contract administration, and facility operation activities. Responsibilities may also include typing, word processing, key entry, and similar activities.

Minimum Education: High school diploma or equivalent.

Word Processor

Minimum/General Experience: Must have a minimum of one (1) year of experience in a technical environment and a wide range of office/program management support capabilities, including word processing, data management support, spreadsheets, etc. Must have good oral and written communication skills as well as office management skills.

Functional Responsibilities: Assists management in all business, cost containment, and accounting activities. Assists management in office administration, contract administration, and facility operation activities. Responsible for providing cost control advice to managers. Responsibilities may also include typing, word processing, key entry, and similar activities.

Minimum Education: High school diploma or equivalent.

Technician I

Minimum/General Experience: Must have a minimum of ten (10) years of experience in a technical environment and a wide range of office/program management support capabilities, including word processing, data management support, spreadsheets, etc. Must have good oral and written communication skills as well as office management skills.

Minimum Education: High school diploma or equivalent.

Senior Executive Consultant/Subject Matter Expert

Job Description: Senior expert with extensive knowledge in designated field or discipline. Provides insight and advice concerning task or project strategic direction and outcomes. Contributes to the evaluation, analysis and development of recommended solutions. Resolves complex problems which requires an in-depth knowledge of subject matter related to the designated field or discipline. Applies principles and methods of the subject matter to specialized solutions. Generally possesses demonstrated ability and experience in management consulting and cross-team facilitation at the senior management level. Other areas of expertise include, but is not limited to, business process reengineering, statistical process control, individual and organizational assessment and evaluation, process modeling and simulation, strategic and business planning, change management, organizational development and technical advisor. Defines project objectives and strategic decision. Provides leadership and vision to client and project team.

Years of Experience: Over 25 years

Education: Masters Degree and or Certification

Senior Specialist Consultant

Job Description: Senior expert with extensive knowledge in designated field or discipline. Possesses demonstrated knowledge, experience and ability in the

development of solutions, recommendations or outcomes across multiple complex tasks. Provides insight and advice concerning task or project strategic direction and outcomes. Contributes to the evaluation, analysis and development of recommended solutions. Resolves complex problems which require an in-depth knowledge of subject matter related to the designated field or discipline. Other areas of expertise include, but is not limited to, business process reengineering, statistical process control, individual and organizational assessment and evaluation, process modeling and simulation, strategic and business planning, change management, organizational development and technical advisor. Supports project objectives and provide vision to client and project teams and serves as key facilitator between project and client.

Years of Experience: Over 20 years

Education: Masters Degree and or Certification

Senior Consultant

18 years of relevant experience in management consulting with specific expertise in the subject matter. Provides oversight and technical support to overall technical operations involving multiple projects/tasks. The senior consultant is responsible for providing strategic directions, vision, leadership, and program management to the team. Contributes to organizational direction through involvement with senior level client leadership and team members. Maintains productive and effective client relationship with the most senior levels of the client organization

Years of Experience: Over 18 years

Education: Bachelors Degree and or Certification

Consultant

Over 15 years of relevant experience in designated field. Demonstrates skills in the scope of work encompassed by the task orders. Provides technical guidance to the project team in performance of the work, and reviews the quality of all work products. Organizes, directs, and coordinates the planning and production of all contract support activities. Assign resources, manages personnel, and provides risk management support services. Supports project through activities such as conducting interviews, gathering data, and developing recommendations in support of project objectives. Directs the activities of Project Manager or other staff as necessary.

Years of Experience: Over 15 years

Education: Bachelors Degree and or Certification

Records/Document Specialist

Over 5 years of experience in preparing technical documentations, researching for applicable standards. Responsibilities include gathering, analyzing, and composing technical information. Collates information into meaningful reports and presentation materials. Translates technical information into clear, readable documents to be used by technical and non-technical personnel.

Years of Experience: Over 5 years

Education: Bachelors Degree and or Certification

