



6K SYSTEMS™

**General Services Administration
Federal Supply Service
Authorized Federal Supply Schedule Price List**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!™, a menu-driven database system. The INTERNET address for GSA Advantage!™ is:

www.gsaadvantage.gov

**Mission Oriented Business Integrated Services
(MOBIS)**

Federal Supply Group: 874

Class: R499

Contract Number: GS-10F-0081V

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at www.gsa.gov

Contract Period: February 09, 2009 through February 08, 2019

Contractor: 6K Systems, Inc.
11710 Plaza America Drive, Suite 810
Reston, VA 20190

Business Size:
Small Business

Telephone: (703) 724-1320

Extension: 306

Fax Number: (703) 738-7773

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Contract Administration: Bryan C. Crittenton



CUSTOMER INFORMATION

- 1a. **Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).**

SIN 874-1 and 874-1RC: Integrated Consulting Services

Contractor shall provide expert advice, assistance, guidance or counseling in support of agencies' mission oriented business functions. This may include studies, analyses and reports documenting any proposed developmental, consultative or implementation efforts. Examples of consultation include but are not limited to: high performance work; process and productivity improvement; systems alignment; leadership systems; organizational assessments; cycle time performance measures and indicators; program audits; evaluations; and customized training.

SIN 874-7 and 874-7RC: Integrated Business Program Support Services

Contractors shall provide services to assist agencies in planning, initiating, managing, executing, and closing out mission-oriented business programs and projects. Services included are: Project leadership and communications with stakeholders, Project planning and scheduling, Earned value management support, Project management, including performance monitoring and measurement, Reporting and documentation associated with project/program, objectives, Stakeholders briefings, participation in required meetings, and related, project support services, Program integration services, Project close-out services

- 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.**

PLEASE SEE ATTACHED LABOR CATEGORIES AND LABOR RATES



- 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. Please See Pages 9-14
2. Maximum order. \$1,000,000.00
3. Minimum order. \$100.00
4. Geographic coverage (delivery area). Domestic Only
5. Point(s) of production (city, county, and State or foreign country). Same as Company Address
6. Discount from list prices or statement of net price. Government Net Prices (Discounts Already Deducted). List at the end of the Pricelist
7. Quantity discounts. None Offered
8. Prompt payment terms. .5% net 30 Days
- 9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold. Yes
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold. Will Accept Over \$2,500



10. Foreign items (list items by country of origin). None
- 11a. Time of delivery. (Contractor insert number of days.) Specific on the Task Order
- 11b. Expedited Delivery. The Contractor will insert the sentence "Items available for expedited delivery are noted in this price list." under this heading. The Contractor may use a symbol of its choosing to highlight items in its price lists that have expedited delivery. Contact Contractor
- 11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery. Contact Contractor
- 11d. Urgent Requirements. The Contractor will note in its price list the "Urgent Requirements" clause of its contract and advise agencies that they can also contact the Contractor's representative to effect a faster delivery. Contact Contractor
12. F.O.B. point(s). Destination
- 13a. Ordering address(es). Same as Company Address
- 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(es). Same as Company Address
15. Warranty provision. Contractor's Standard Commercial Warranty
16. Export packing charges, if applicable. N/A
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level). Contact Contractor
18. Terms and conditions of rental, maintenance, and repair (if applicable). N/A
19. Terms and conditions of installation (if applicable). N/A
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). N/A
- 20a. Terms and conditions for any other services (if applicable). N/A
21. List of service and distribution points (if applicable). N/A



...where our business is making your business a 6-cess!

22. List of participating dealers (if applicable). N/A
23. Preventive maintenance (if applicable). N/A
- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). N/A
- 24b. 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/.
25. Data Universal Number System (DUNS) number. 11- 4214211
26. Notification regarding registration in Central Contractor Registration (CCR) database. Registered

Contractor will Accept LH and FFP

1. The attached Commercial Sales Practices (CSP) Format dated 10/14/2013 (3 pages)(**Exhibit A**) and associated price comparison document (1 page)(**Exhibit B**) are incorporated into the contract via this modification. Awarded pricing is based on discounts from the Contractor's Commercial Price List (CPL) effective January 1, 2012 (**Exhibit C**) and incorporated into the contract via this modification. The Contractor's Most Favored Customers (MFCs) are identified as All Commercial Customers, and these customers receive no discounts off the Contractor's CPL.
2. In accordance with clause 552.238-75 ALT I Price Reductions, the BOA customer is All Commercial Customers and GSA prices, excluding the required .75% IFF, are discounted 9.52%-9.99% from the prices charged to the BOA.
3. In accordance with clause 52.212-3, "Offerors Representations and Certifications – Commercial Items," and clause 52.219-28, "Post-Award Small Business Program Representation," Contractor has re-represented the firm's business size for this option period as Small Business, Small Disadvantaged, 8A under NAICS code 541611, and the representation and certifications cited at www.sam.gov are current, accurate, complete and hereby incorporated as of the date in Block 15C.
4. Below is the hourly pricing for the labor categories. These prices will continue in effect until revised in accordance with clause 552.216-70, Economic Price Adjustment-FSS Multiple Award Schedule Contracts. All prices include the 0.75% IFF.

Labor Category	Contractor Site	GSA Hourly Rate
Management Consultant	Contractor Site	\$ 147.80
Management Associate	Contractor Site	\$ 98.93
Sr. Business Analyst	Contractor Site	\$ 95.71
Business Analyst	Contractor Site	\$ 87.10
Jr. Business Analyst	Contractor Site	\$ 76.57
Project Manager II	Customer Site	\$ 112.05
CPIC SME II	Contractor Site	\$ 178.43
CPIC SME I	Contractor Site	\$ 151.74

Labor Category	Customer Site	GSA Hourly Rate
CPIC Analyst	Customer Site	\$ 107.34
Portfolio/CPIC Manager	Customer Site	\$ 121.25
Project Manager I	Customer Site	\$ 106.82
Project Scheduler	Customer Site	\$ 72.47

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Project Analyst	Customer Site	\$ 100.21
Sr. Process Analyst	Customer Site	\$ 86.80
Process Analyst	Customer Site	\$ 84.12
Jr. Process Analyst	Customer Site	\$ 81.00
Project Management Analyst	Customer Site	\$ 81.13

5. The Service Contract Act (SCA) is applicable to this contract as it applies to the entire 874: MOBIS Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the Contractor adds SCA labor categories / employees to the contract through the modification process, the Contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.
6. The labor category descriptions (6 pages)(**Exhibit D**) for all awarded labor categories are hereby incorporated into and made a part of the contract as attached.
7. A Prompt Payment Discount of 0.5%, Net 10 Days is offered and must be stated on each task order, quote and invoice under this contract.
8. Quantity discounts are not offered.

Note: Failure to update your electronic file submission IAW Clause 552.243-72 will impact the customer's ability to use your service.

Name of Offeror **6K Systems, Inc.**
 SIN(s) **874-1 and 874-7**

Date: **October 14, 2013**

Note: Please refer to clause 552.212-70, PREPARATION OF OFFER (MULTIPLE AWARD SCHEDULE), for additional information concerning your offer. Provide the following information for each SIN (or group of SINs or SubSIN for which information is the same).

- (1) Provide the dollar value of sales to the general public/state or local government at or based on market prices, cost build up or an established catalog or market price during the previous 12-month period or the offerors last fiscal year: **\$5,883,235**. State beginning and ending of the 12-month period. Beginning **1/1/2012** Ending **12/31/2012**. In the event that a dollar value is not an appropriate measure of the sales, provide and describe your own measure of the sales of the item(s). In the event sales are made only to state or local governments, identify such sales accordingly.
- (2) Show your total projected annual sales to the Government under this contract for the contract term, excluding options, for each SIN offered. If you currently hold a Federal Supply Schedule contract for the SIN the total projected annual sales should be based on your most recent 12 months of sales under that contract.

SIN	\$	SIN	\$	SIN	\$
874-1	\$250,000				
874-7	\$250,000				

- (3) Based on your written discounting policies (standard commercial sales practices in the event you do not have written discounting policies), are the prices (discounts, concessions, terms and conditions in any combination) which you offer the Government equal to or better than that offered to any customer acquiring the same items regardless of quantity or terms and conditions? YES NO (See definition of "concession" and "discount" in 552.212-70.)
- (4) (a) Based on your written pricing policies (standard commercial sales practices in the event you do not have written pricing policies), provide information as requested for each SIN (or group of SINs for which the information is the same). The information should be provided in the chart below or in an equivalent format developed by the offeror. Rows should be added to accommodate as many customers as required.

Column 1 – Customer	Column 2 – Price* (*Disclosures should be made on a separate sheet)	Column 3 – Quantity/Volume	Column 4 – Discounts, Concessions, Terms and Conditions
See Document 8	See Document 8	See Document 8	See Document 8

- (b) Identify prices offered to GSA in response to this solicitation for services using the table below:

Column 5 – Price Offered to GSA	Column 6 – Unit of Issue (e.g., per hour, per day)	Column 7 – Quantity/Volume	Column 8 – Discount, Concessions, Terms and Conditions Offered to GSA
See Document 8	See Document 8	See Document 8	See Document 8

(c) Do any deviations from your written policies or standard commercial sales practices disclosed in the chart in paragraph 4(a) ever result in better prices than indicated? YES ___ NO **X**. If YES, explain deviations in accordance with the instructions at Figure 515.4-2, which is provided in this solicitation for your convenience.

Figure 515.4-2—Instructions for Commercial Sales Practices Format

If you responded “YES” to question (3), on the COMMERCIAL SALES PRACTICES FORMAT, complete the chart in question (4)(a) for the customer(s) who receive your best price. If you responded “NO” complete the chart in question (4)(a) showing your written policies or standard sales practices for all customers or customer categories to whom you sell at a price that is equal to or better than the price(s) offered to the Government under this solicitation or with which the Offeror has a current agreement to sell at a price which equals or exceeds the price(s) offered under this solicitation. Such agreement shall be in effect on the date the offer is submitted or contain an effective date during the proposed multiple award schedule contract period. If your offer is lower than your price to other customers or customer categories, you will be aligned with the customer or category of customer that receives your best price for purposes of the Price Reduction clause at 552.238-75. The Government expects you to provide information required by the format in accordance with these instructions that is, to the best of your knowledge and belief, current, accurate, and complete as of 14 calendar days prior to its submission. You must also disclose any changes in your price list(s), discounts, prices and/or policies that occur after the offer is submitted, but before the close of negotiations. If your pricing practices vary, the variations should be explained clearly to include a description of the circumstance, frequency, and selling terms and conditions. You may limit the information reported to those services that exceed 75% of actual historical Government sales (commercial sales may be substituted if Government sales are unavailable) value of the special item number (SIN).

Column 1—Identify the applicable customer or category of customer. A "customer" is any entity which acquires supplies or services from the Offeror. The term customer includes, but is not limited to state and local governments, educational institutions (an elementary, junior high, or degree granting school which maintains a regular faculty and established curriculum and an organized body of students), national accounts, and end users. In any instance where the Offeror is asked to disclose information for a customer, the Offeror may disclose information by category of customer if the offeror's pricing policies or practices are the same for all customers in the category. (Use a separate line for each customer or category of customer.)

Column 2—Identify the price. Indicate the best price (based on your written pricing policies or standard commercial pricing practices if you do not have written pricing policies) at which you sell to the customer or category of customer identified in column 1, without regard to quantity; terms and conditions of the agreements; and whether the agreements are written or oral. If the price is a combination of various discounts (prompt payment, quantity, etc.), each type of discount should be fully identified and explained. If the price lists which are the basis of the discounts given to the customers identified in the chart are different than the price list submitted upon which your offer is based, identify the type or title and date of each price list. The contracting officer may require submission of these price lists. To expedite evaluation, offerors may provide these price lists at the time of submission. If market prices are used, provide documentation to substantiate pricing (e.g., agreements with corporate customers, internal policies, market prices, quote sheets, pricing agreements and invoices, etc.) and identify the effective period, pricing and any other terms and conditions clearly. If prices are based on cost, provide information other than certified cost or pricing data to show how the offeror arrived at the proposed price. A price certification is not required. If rates are audited by a Federal Agency, include this information in the narrative. Disclosures should be made on a separate sheet.

Column 3—Identify the quantity or volume of sales. Insert the minimum quantity or sales volume

which the identified customer or category of customer must either purchase/order, per order or within a specified period for the best price. When purchases/orders must be placed within a specified period to get the best price, indicate the time period.

Column 4—Indicate concessions regardless of quantity granted to the identified customer or category of customer. Concessions are defined in solicitation clause 552.212-70, Preparation of Offers (Multiple Award Schedule). If the space provided is inadequate, the disclosure should be made on a separate sheet by reference.

Columns 5-8—Fill in the requested information.

If you respond “YES” to question 4 (c) in the Commercial Sales Practices Format, provide an explanation of the circumstances under which you deviate from your written policies or standard commercial sales practices disclosed in the chart on the Commercial Sales Practices Format and explain how often they occur. Your explanation should include a discussion of situations that lead to deviations from standard practice, an explanation of how often they occur, and the controls you employ to assure the integrity of your pricing. If deviations from your written policies or standard commercial sales practices disclosed in the chart on the Commercial Sales Practices Format are so significant and/or frequent that the Contracting Officer cannot establish whether the price(s) offered is fair and reasonable, then you may be asked to provide additional information. The Contracting Officer may ask for information to demonstrate that you have made substantial sales of the item(s) in the commercial market consistent with the information reflected on the chart on the Commercial Sales Practice Format, a description of the conditions surrounding those sales deviations, or other information that may be necessary in order for the Contracting Officer to determine whether your offered price(s) is fair and reasonable. In cases where additional information is requested, the Contracting Officer will target the request in order to limit the submission of data to that needed to establish the reasonableness of the offered price.

LABOR CATEGORY DESCRIPTIONS

Commercial Job Title Management Consultant
Minimum/General Experience: Master Degree in Management, Business, Finance, Administration, or a related field. Eight (8) years of experience as expert performing and managing highly complex projects. Analyzes, plans, directs, and coordinates activities of designated projects to ensure that goals and objectives of the project are accomplished within the prescribed timeframe and funding parameters.
Functional Responsibility: Provides management, organizational and business improvement services to include visioning, business strategy planning, information strategy planning, total quality management, organizational design/efficiency, cost-benefit analysis, and change management.

Commercial Job Title Management Associate
Minimum/General Experience: Bachelor Degree in Management, Business, Finance, Administration, or a related field. Six (6) years of experience directing financial and resources activities for variety of projects/task orders.
Functional Responsibility: Manages program/ support operations involving multiple projects/task orders and personnel at diverse locations. Organizes, directs, and coordinates the planning and execution of all program/ support activities. Has demonstrated managing expertise and communications skills to be able to interface with all levels of management. Simultaneously plans and manages the transition of several highly projects. Establishes and alters (as necessary) management structure to effectively direct program support activities. Meets and confers with regarding the status of specific program activities as well as problems, issues, or conflicts requiring resolution.

Commercial Job Title Sr. Business Analyst
Minimum/General Experience: Bachelor Degree in Management, Business, Finance, Administration, or a related field. Eight (8) years of experience in business information resources management and business process improvement.
Functional Responsibility: Responsible for analyzing business needs, identifying business problems, and proposing solutions and/or risk mitigation strategies. Elicits, analyzes, communicates, and validates business rules and requirements for changes to business processes and policies. Understands business problems and opportunities in the context of the requirements and recommends solutions that enable the organization to achieve its goals. Identifies and resolve issues, manages risks, coordinates interdependencies, and gathers requirements to improve business operations, map processes (current state/future state), analyzes data, and produces high quality documentation.

Commercial Job Title Business Analyst
Minimum/General Experience: Bachelor Degree in Management, Business, Finance, Administration Business, Finance, or a related field. Six (6) years of related experience in business information resources management and business process improvement.
Functional Responsibility: Analyzes information requirements. Evaluates analytically and systematically problems or workflow, organization, and planning and develops appropriate corrective action. Applies business process improvement practices, to reengineer methodologies/principles and business process modernization projects. Applies, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. Constructs sound, logical business improvement opportunities consistent with management guiding principles and cost savings objectives.

Commercial Job Title Jr. Business Analyst
Minimum/General Experience: Bachelor Degree in Management, Business, Finance, Administration Business, Finance, or a related field. Three (3) years of related experience in business information resources management and business process improvement.
Functional Responsibility: Analyzes information requirements. Evaluates analytically and systematically problems or workflow, organization, and planning and develops appropriate corrective action. Applies business process improvement practices, to reengineer methodologies/principles and business process modernization projects. Applies, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. Constructs sound, logical business improvement opportunities consistent with management guiding principles and cost savings objectives.

Commercial Job Title

Project Manager

Minimum/General Experience:

Bachelor Degree in Management, Business, Finance, Administration, or a related field. Eight (8) years of experience managing and supervising business and administrative resources addressing large and complex problems. Demonstrated ability to make sound recommendations relevant to resource allocation and utilization, quality control and quality assurance, and business analysis.

Functional Responsibility:

Acts as overall manager, and administrator for one or more delivery orders, serves as the primary interface and point of contact with the Program Manager and client management, Addresses all project issues and supervises program/project operations by developing standard operating procedures, policies, and management plans to ensure the timely, cost-efficient delivery of products and services. Responsible for monitoring and reporting progress, management of acquisition and employment of the program/project resources management and control of financial and administrative aspects of the program/project.

Commercial Job Title

CPIC SME II

Minimum/General Experience:

Bachelor Degree in Management, Business, Finance, Administration, or a related field. Eight (8) years of work experience in the implementation and operation of Capital Planning Investment Control (CPIC) processes, and strong expertise in the utilization of Project Portfolio Management methodologies. Proven experience coordinating multiple concurrent projects and multiple organizations and knowledge of and ability to apply industry best practices for project management, change management, and business case development.

Functional Responsibility:

Responsible for facilitating the initial planning and business case development for project adoption and selection. Help client make the wisest business decisions and objectively determine and assess the value of investments. Assists clients in establishing objective criteria (return on Investment, net present value, etc.) to set priorities and funding directions for investments. Responsible for providing viewing mechanisms for decision makers to review and manage their portfolio(s).

Commercial Job Title

CPIC SME I

Bachelor Degree in Management, Business, Finance, Administration, or a related field. Six (6) years of work experience in the implementation and operation of Capital Planning Investment Control (CPIC) processes, and strong expertise in the utilization of Project Portfolio Management methodologies. Proven experience coordinating multiple concurrent projects and multiple organizations and knowledge of and ability to apply industry best practices for project management, change management, and business case development.

Functional Responsibility:

Responsible for facilitating the initial planning and business case development for project adoption and selection. Help client make the wisest business decisions and objectively determine and assess the value of investments. Assists clients in establishing objective criteria (return on Investment, net present value,

etc.) to set priorities and funding directions for investments. Responsible for providing viewing mechanisms for decision makers to review and manage their portfolio(s).

Commercial Job Title

CPIC Analyst

Minimum/General Experience:

Bachelor Degree in Management, Business, Finance, Administration, or a related field. Six (6) years of experience in Capital Planning and Investment Control (CPIC), business information resources management, and business process improvement.

Functional Responsibility:

Provide a systematic approach to investment management in three distinct phases: select, control, and on-going evaluation, to ensure each investment's objectives support the business and mission needs. Evaluates project issues, risks, and concerns and develops corrective actions and risk mitigation strategies. Analyzes project workflow, organizational structures, and other planning activities. Applies business process improvement practices to reengineer methodologies/principles and business process modernization projects. Applies, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques.

Commercial Job Title

Portfolio Manager

Minimum/General Experience:

Bachelor Degree in Management, Business, Finance, Administration, or a related field. Six (6) years of work experience in the implementation and operation of Project Portfolio Management processes, strong expertise in program and project management involving the coordination of multiple concurrent projects and multiple organizations. Knowledge of and experienced in applying industry best practices for project management, change management, CPIC, and business case development.

Functional Responsibility:

Provides support to both Corporate and Federal Agencies in the Implementation and use of portfolio management strategies and techniques. Helps set priorities and funding directions for investments, including identifying approval checkpoints and financial viability gate reviews (return on investment, net present value, payback period, etc.). Responsible for facilitating the initial planning and business case development for project adoption and selection. Helps client make the wisest business decisions and objectively determine and assess the value of the client's individual investments and overall investment portfolio. Responsible for providing viewing mechanisms for decision makers to review and manage their portfolio(s).

Commercial Job Title

Project Scheduler

Minimum/General Experience:

Bachelor Degree in Management, Business, Finance, Administration, or a related field. Four (4) years of experience with scheduling, project control, and earned value analysis.

Functional Responsibility:

Responsible for developing, maintaining, enhancing, and managing multiple project schedules, and Master Project Schedule if required. Helps to estimate project activity times and durations, and sequences and optimizes project activities to best meet goals and objectives. Develops schedules that span the entire products and/or project lifecycle from concept to product transfer. Produces comprehensive schedules in various formats and levels of detail to suit different users or audience. Integrates the schedule with the project budget, and analyzes the validity of schedules submitted by outside parties contributing to the project. Monitors actual progress, compares it to the baseline, and reports on progress and adverse deviations. Forecasts the schedule impacts of proposed project changes.

Commercial Job Title

Project Analyst

Minimum/General Experience:

Bachelor Degree in Management, Business, Finance, Administration, or a related field. Four (4) years of project planning, scheduling, resource planning, estimating and forecasting, and control and analysis.

Functional Responsibility:

Analyzes project requirements in the areas of business management, financial management, program scheduling, critical path analyses, support requirements, and performs other related analyst/management activities required for successful completion of the task. Conducts impact studies, cost/benefit analyses, dependency models, and project tracking methodologies to ensure the success and efficiency of the project.

Commercial Job Title

Sr. Process Analyst

Minimum/General Experience:

Bachelor Degree in Management, Business, Finance, Administration, or a related field. Eight (8) years of specialized experience assessing and evaluating project management processes, procedures, policies, standards and guidelines utilizing project management best practices (e.g., Project Management Book of Knowledge, etc.).

Functional Responsibility:

Provides comprehensive support for difficult program and project analysis and evaluation assignments. Leads the analysis and evaluation of existing or proposed program/project management processes, controls, schedules, resource planning activities, and earned value assessment. Performs detailed project planning, scope, control, management, tracking, and review activities. Leads program/project management planning (PMP) document development and maintenance over the program/project lifecycle (e.g., planning through implementation). Uses methodologies, modeling/estimating techniques, and tools to satisfy customer needs and comply with industry and Government standards and directives.

Commercial Job Title

Process Analyst

Minimum/General Experience:

Bachelor Degree in Management, Business, Finance, Administration, or a related field. Six (6) years of experience assessing and evaluating project management processes, procedures, policies, standards and guidelines utilizing project management best practices (e.g., Project Management Book of Knowledge,

etc.).

Functional Responsibility:

Provides comprehensive support for difficult program and project analysis and evaluation assignments. Analyzes and evaluates existing or proposed program/project management processes, controls, schedules, resource planning activities, and earned value assessment. Performs detailed project planning, scope, control, management, tracking, and review activities. Supports program/project management planning (PMP) document development and maintenance over the program/project lifecycle (e.g., planning through implementation). Uses methodologies, modeling/estimating techniques, and tools to satisfy customer needs and comply with industry and Government standards and directives.

Commercial Job Title

Jr. Process Analyst

Minimum/General Experience:

Bachelor Degree in Management, Business, Finance, Administration, or a related field. Four (4) years of experience assessing and evaluating project management processes, procedures, policies, standards and guidelines utilizing project management best practices (e.g., Project Management Book of Knowledge, etc.).

Functional Responsibility:

Provides support for program and project analysis and evaluation assignments. Helps perform detailed project planning, scope, control, management, tracking, and review activities. Assists program/project management planning (PMP) document development and maintenance over the program/project lifecycle (e.g., planning through implementation). Uses methodologies, modeling/estimating techniques, and tools to satisfy customer needs and comply with industry and Government standards and directives.

Commercial Job Title

Project Management Analyst

Minimum/General Experience:

Bachelor Degree in Management, Business, Finance, Administration, or a related field. Eight (8) years of project planning, scheduling, resource planning, estimating and forecasting, and control and analysis.

Functional Responsibility:

Provides management, organizational and business improvement services to include visioning, business strategy planning, information strategy planning, total quality management, organizational design/efficiency, cost-benefit analysis, and change management. Performs analysis and evaluation of existing or proposed processes, procedures, and business rules. Performs project planning, scope, control, management, tracking, and review activities.