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 is available through GSA Advantage!™, a menu-driven database system. The INTERNET address for GSA Advantage!™ is: http://www.GSAAdvantage.gov.

MULTIPLE AWARD SCHEDULE (MAS)
CONTRACT NUMBER: GS-10F-0106R

Acclaim Technical Services, LLC
11091 Sunset Hills Road, Suite 150
Reston, VA 20190-5377
Telephone: (571)-262-0603
Fax Number: (571)-262-0603
E-mail: d.bright@acclaimtechnical.com
Website: www.acclaimtechnical.com

Current Contract Period: November 22, 2019 through November 21, 2024
Business Size: Large
Point of Contact: Dan S. Bright, Director of Contracts
Price list current as of Modification #PS-0055 effective August 18, 2021

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov
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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. .............................................................................................................................................. 4

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571-262-0603

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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/. ... 7

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COMPANY OVERVIEW

FOUNDED IN 2000, ACCLAIM TECHNICAL SERVICES, LLC (ATS) IS A LEADING LANGUAGE AND INTELLIGENCE SERVICES COMPANY SUPPORTING A WIDE RANGE OF U.S. FEDERAL AGENCIES. IN 2013, ATS RESTRUCTURED TO BECOME AN EMPLOYEE STOCK OWNERSHIP PLAN (ESOP) COMPANY, WHICH IS UNCOMMON WITHIN OUR BUSINESS SECTOR. WE SEE THIS AS A SIGNIFICANT STRENGTH AND IT SHOWS: ATS IS CONSISTENTLY RANKED AS A TOP WORKPLACE AMONG DC AREA FIRMS AND CONTINUES TO GROW. WE ARE EXPERTS IN THE FOLLOWING SUBJECT MATTERS:

- LANGUAGE
  ATS OFFERS A COMPREHENSIVE SET OF LANGUAGE SERVICES. OUR LINGUISTS AND LANGUAGE-ENABLED INTELLIGENCE PROFESSIONALS ARE DISTINGUISHED BY THEIR CERTIFICATIONS, ACADEMIC CREDENTIALS, EXTENSIVE TRANSLATING, INTERPRETING, AND TEACHING EXPERIENCE

- INTELLIGENCE
  ALL-SOURCE ANALYSIS, COLLECTION SUPPORT, TARGETING/TECHNICAL TARGETING, PROCESSING AND EXPLOITATION, PRODUCTION AND REPORTING, AND OSINT COLLECTION & ANALYSIS

- OPERATIONS
  CONUS & OCONUS OPERATIONS SUPPORT SERVICES TO INTELLIGENCE, HUMINT, AND CYBER OPERATIONS

- TRAINING
  ATS SPECIALIZES IN LANGUAGE AND CULTURAL TRAINING, HUMINT, AND OPEN SOURCE TRADECRAFT INSTRUCTION

- MISSION TECHNOLOGY AND SOLUTIONS
  ATS INFORMATION TECHNOLOGY (IT) AND TECHNICAL OPERATIONS SUPPORT PROFESSIONALS PROVIDE MISSION-CRITICAL TECHNICAL AND OPERATIONAL SUPPORT TO U.S. GOVERNMENT CUSTOMERS.

UNDER THE MULTIPLE AWARD SCHEDULE, ATS OFFERS SERVICES IN THE FOLLOWING AREAS:

BUSINESS ADMINISTRATIVE SERVICES (SIN 541611)
TRANSLATION AND INTERPRETATION SERVICES (SIN 541930)
Customer Information

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

SIN 541611  Business Administrative Services
SIN 541930  Translation and Interpretation Services
SIN OLM    Order Level Materials

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.

Not applicable to Services.

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 Appendix A – Labor Category Descriptions

2. Maximum Order.

$1,000,000.00

3. Minimum Order.

$100.00

4. Geographic Coverage (Delivery Area).

Worldwide

5. Point(s) of Production.

Same as Company Address
6. **Discount from List Prices or Statement of Net Price.**
   
   Government net prices (discounts already deducted).

7. **Quantity Discounts.**
   
   Not applicable.

8. **Prompt Payment Terms.**
   
   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.**
   
   Not applicable.

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.**
   
   Destination.

12a. **Ordering Address.**
   
   Same as contractor address.
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.**

Same as contractor address.

14. **Warranty provision.**

Not Applicable

15. **Export packing charges, if applicable.**

Not Applicable.

16. **Terms and conditions of rental, maintenance, and repair (if applicable).**

Not Applicable.

17. **Terms and conditions of installation (if applicable).**

Not Applicable.

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

Not Applicable.

18b. **Terms and conditions for any other services (if applicable).**

Not Applicable.

19. **List of distribution points (if applicable).**

Not Applicable.

20. **List of participating dealers (if applicable).**

Not Applicable.

21. **Preventive maintenance (if applicable).**

Not Applicable.
22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).

Not Applicable.

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/.

Not Applicable.

23. Unique Entity Identifier (UEI) Number:

805616484

24. Notification regarding registration in System for Award Management (SAM) database:

Acclaim Technical Services, LLC is registered in the System for Award Management (SAM.gov) database. The CAGE code is 4UJN9.
27a. 541611 – Business Administrative Services - Final Pricing:

The following rates include the Industrial Funding Fee (IFF) of 0.75%:

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</table>
27b.  541930 – Translation and Interpretation Services - Final Pricing:

The following rates include the Industrial Funding Fee (IFF) of 0.75%:

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If the materials are classified Secret, multiply the base rates by 1.10; if the material is Top Secret, multiply the base rates by 1.30. See Language Capability List for specific language capabilities.

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2-5 Day Rush Translation Services (Per Word) reflect a 150% increase on base rates. If the material is classified Secret, multiply the base rates by 1.10; if the material is Top Secret, multiply the base rates by 1.30.
### 24-Hour Rush Translation Services (Per Word) (541930)

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24-Hour Rush Translation Services (Per Word) reflect a 200% increase on base rates. If the material is classified Secret, multiply the base rates by 1.10; if the material is Top Secret, multiply the base rates by 1.30.

### Labor Category Pricing (Hourly) (541930)

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### SCLS Matrix

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<th>SCA Eligible Contract Labor Category</th>
<th>SCA Equivalent Code Title</th>
<th>Wage Determination Number</th>
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<td>1987-0989</td>
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<td>Linguist IX</td>
<td>30110 - Foreign Language Translator</td>
<td>1987-0989</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).
Appendix A - Labor Category Descriptions

541611 – Business Administrative Services:

**Strategic Communications Consultant I**

Minimum Education:
- Bachelor’s Degree

Minimum Experience:
- Bachelor’s Degree – One (1) Year
- Master’s Degree - None

Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.

**Functional Responsibility:**
- Serve on a team and with supervision:
  - Provide advice and recommendations on communications strategy to leaders and managers.
  - Develop and execute communication strategies that align with organizational goals.
  - Draft a wide variety of communications documents for review, to include website and social media content, workforce messages, reports, and briefings.
  - Develop and monitor metrics to gauge communications effectiveness.
  - Facilitate meetings, planning sessions, and offsites focused on communications and branding strategy.

**Strategic Communications Consultant II**

Minimum Education:
- Bachelor’s Degree

Minimum Experience:
- Bachelor’s Degree – Three (3) Years
- Master’s Degree – Two (2) Years

Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.

**Functional Responsibility:**
- Serve on a team and with minimal supervision:
  - Provide advice and recommendations on communications strategy to leaders and managers.
  - Develop and execute communication strategies that align with organizational goals.
  - Draft a wide variety of communications documents for review, to include website and social media content, workforce messages, reports, and briefings.
  - Develop and monitor metrics to gauge communications effectiveness.
  - Facilitate meetings, planning sessions, and offsites focused on communications and branding strategy.
Strategic Communications Consultant III
Minimum Education:
• Bachelor’s Degree
Minimum Experience:
• Bachelor’s Degree – Six (6) Years
• Master’s Degree – Four (4) Years
Security Clearance:
• If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
• Operate independently with no supervision and collaborate effectively if in a team environment to:
  ▪ Provide advice and recommendations on communications strategy to leaders and managers.
  ▪ Develop and execute communication strategies that align with organizational goals.
  ▪ Draft a wide variety of communications documents for review, to include website and social media content, workforce messages, reports, and briefings.
  ▪ Develop and monitor metrics to gauge communications effectiveness.
  ▪ Facilitate meetings, planning sessions, and offsites focused on communications and branding strategy.

Strategic Communications Consultant IV
Minimum Education:
• Bachelor’s Degree
Minimum Experience:
• Bachelor’s Degree – Nine (9) Years
• Master’s Degree – Six (6) Years
Security Clearance:
• If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
• Operate independently and mentor others if in a team environment to:
  ▪ Provide advice and recommendations on communications strategy to leaders and managers.
  ▪ Develop and execute communication strategies that align with organizational goals.
  ▪ Draft a wide variety of communications documents for review, to include website and social media content, workforce messages, reports, and briefings.
  ▪ Develop and monitor metrics to gauge communications effectiveness.
  ▪ Facilitate meetings, planning sessions, and offsites focused on communications and branding strategy.

Strategic Communications Consultant V
Minimum Education:
Acclaim Technical Services, LLC  
GS-10F-0106R  
http://www.acclaimtechnical.com  
571-262-0603
• Bachelor’s Degree
Minimum Experience:
• Bachelor’s Degree – Twelve (12) Years
• Master’s Degree – Eight (8) Years
Security Clearance:
• If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
• Operate independently and lead others if in a team environment to:
  ▪ Provide advice and recommendations on communications strategy to leaders and managers.
  ▪ Develop and execute communication strategies that align with organizational goals.
  ▪ Draft a wide variety of communications documents for review, to include website and social media content, workforce messages, reports, and briefings.
  ▪ Develop and monitor metrics to gauge communications effectiveness.
  ▪ Facilitate meetings, planning sessions, and offsites focused on communications and branding strategy

Management Consultant I
Minimum Education:
• Bachelor’s Degree
Minimum Experience:
• Bachelor’s Degree – One (1) Year
• Master’s Degree - None
Security Clearance:
• If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
• Serve on a team and with supervision:
  ▪ Provide advice to leaders and managers on organizational matters, to include finance/budget, business processes, strategy, organizational design, organizational development, training, and/or performance management.
  ▪ Design and conduct research into organizational issues, assessing the current state.
  ▪ Apply value elicitation techniques to understand the desired future state.
  ▪ Analyze the gap between the current state and desired future state and make actionable recommendations.
  ▪ Capture data and other research results, as well as findings and recommendations, in reports and briefings for leaders and managers.
  ▪ Advise on implementation of recommendations.

Management Consultant II
Minimum Education:
• Bachelor’s Degree
Minimum Experience:
Acclaim Technical Services, LLC
GS-10F-0106R
http://www.acclaimtechnical.com
571-262-0603
Page 14
• Bachelor’s Degree – Three (3) Years
• Master’s Degree – Two (2) Years

Security Clearance:
• If required, must be able to obtain and maintain a security clearance per program requirements.

Functional Responsibility:
• Serve on a team and with minimal supervision:
  ▪ Provide advice to leaders and managers on organizational matters, to include finance/budget, business processes, strategy, organizational design, organizational development, training, and/or performance management.
  ▪ Design and conduct research into organizational issues, assessing the current state.
  ▪ Apply value elicitation techniques to understand the desired future state.
  ▪ Analyze the gap between the current state and desired future state and make actionable recommendations.
  ▪ Capture data and other research results, as well as findings and recommendations, in reports and briefings for leaders and managers.
  ▪ Advise on implementation of recommendations.

Management Consultant III
Minimum Education:
• Bachelor’s Degree
Minimum Experience:
• Bachelor’s Degree – Six (6) Years
• Master’s Degree – Four (4) Years
Security Clearance:
• If required, must be able to obtain and maintain a security clearance per program requirements.

Functional Responsibility:
• Operate independently with no supervision and collaborate effectively if in a team environment to:
  ▪ Provide advice to leaders and managers on organizational matters, to include finance/budget, business processes, strategy, organizational design, organizational development, training, and/or performance management.
  ▪ Design and conduct research into organizational issues, assessing the current state.
  ▪ Apply value elicitation techniques to understand the desired future state.
  ▪ Analyze the gap between the current state and desired future state and make actionable recommendations.
  ▪ Capture data and other research results, as well as findings and recommendations, in reports and briefings for leaders and managers.
  ▪ Advise on implementation of recommendations.

Management Consultant IV
Minimum Education:
• Bachelor’s Degree

Acclaim Technical Services, LLC
GS-10F-0106R

http://www.acclaimtechnical.com
571-262-0603
Minimum Experience:
- Bachelor’s Degree – Nine (9) Years
- Master’s Degree – Six (6) Years

Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.

Functional Responsibility:
- Operate independently and mentor others if in a team environment to:
  - Provide advice to leaders and managers on organizational matters, to include finance/budget, business processes, strategy, organizational design, organizational development, training, and/or performance management.
  - Design and conduct research into organizational issues, assessing the current state.
  - Apply value elicitation techniques to understand the desired future state.
  - Analyze the gap between the current state and desired future state and make actionable recommendations.
  - Capture data and other research results, as well as findings and recommendations, in reports and briefings for leaders and managers.
  - Advise on implementation of recommendations.

Management Consultant V
Minimum Education:
- Bachelor’s Degree

Minimum Experience:
- Bachelor’s Degree – Twelve (12) Years
- Master’s Degree – Eight (8) Years

Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.

Functional Responsibility:
- Operate independently and lead others if in a team environment to:
  - Provide advice to leaders and managers on organizational matters, to include finance/budget, business processes, strategy, organizational design, organizational development, training, and/or performance management.
  - Design and conduct research into organizational issues, assessing the current state.
  - Apply value elicitation techniques to understand the desired future state.
  - Analyze the gap between the current state and desired future state and make actionable recommendations.
  - Capture data and other research results, as well as findings and recommendations, in reports and briefings for leaders and managers.
  - Advise on implementation of recommendations.

Strategic Planner I
Minimum Education:
- Bachelor’s Degree

Acclaim Technical Services, LLC
GS-10F-0106R

http://www.acclaimtechnical.com
571-262-0603
Minimum Experience:
- Bachelor’s Degree – One (1) Year
- Master’s Degree - None

Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.

Functional Responsibility:
- Serve on a team and with supervision:
  - Provide advice and recommendations on strategy matters to leaders and managers.
  - Identify and map stakeholders important to organizational strategy.
  - Conduct interviews and focus groups in support of strategy development.
  - Capture findings from interviews and focus groups and develop strategic plans based on those findings.
  - Socialize, refine, and finalize strategic plans (including objectives, actions, and metrics) based on feedback from stakeholders, leaders, and managers.

**Strategic Planner II**
Minimum Education:
- Bachelor’s Degree

Minimum Experience:
- Bachelor’s Degree – Three (3) Years
- Master’s Degree – Two (2) Years

Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.

Functional Responsibility:
- Serve on a team and with minimal supervision:
  - Provide advice and recommendations on strategy matters to leaders and managers.
  - Identify and map stakeholders important to organizational strategy.
  - Conduct interviews and focus groups in support of strategy development.
  - Capture findings from interviews and focus groups and develop strategic plans based on those findings.
  - Socialize, refine, and finalize strategic plans (including objectives, actions, and metrics) based on feedback from stakeholders, leaders, and managers.

**Strategic Planner III**
Minimum Education:
- Bachelor’s Degree

Minimum Experience:
- Bachelor’s Degree – Six (6) Years
- Master’s Degree – Four (4) Years

Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.

Functional Responsibility:
• Operate independently with no supervision and collaborate effectively if in a team environment to:
  ▪ Provide advice and recommendations on strategy matters to leaders and managers.
  ▪ Identify and map stakeholders important to organizational strategy.
  ▪ Conduct interviews and focus groups in support of strategy development.
  ▪ Capture findings from interviews and focus groups and develop strategic plans based on those findings.
  ▪ Socialize, refine, and finalize strategic plans (including objectives, actions, and metrics) based on feedback from stakeholders, leaders, and managers.

**Strategic Planner IV**
Minimum Education:
• Bachelor’s Degree
Minimum Experience:
• Bachelor’s Degree – Nine (9) Years
  • Master’s Degree – Six (6) Years
Security Clearance:
• If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
• Operate independently and mentor others if in a team environment to:
  ▪ Provide advice and recommendations on strategy matters to leaders and managers.
  ▪ Identify and map stakeholders important to organizational strategy.
  ▪ Conduct interviews and focus groups in support of strategy development.
  ▪ Capture findings from interviews and focus groups and develop strategic plans based on those findings.
  ▪ Socialize, refine, and finalize strategic plans (including objectives, actions, and metrics) based on feedback from stakeholders, leaders, and managers.

**Strategic Planner V**
Minimum Education:
• Bachelor’s Degree
Minimum Experience:
• Bachelor’s Degree – Twelve (12) Years
  • Master’s Degree – Eight (8) Years
Security Clearance:
• If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
• Operate independently and lead others if in a team environment to:
  ▪ Provide advice and recommendations on strategy matters to leaders and managers.
  ▪ Identify and map stakeholders important to organizational strategy.
  ▪ Conduct interviews and focus groups in support of strategy development.
- Capture findings from interviews and focus groups and develop strategic plans based on those findings.
- Socialize, refine, and finalize strategic plans (including objectives, actions, and metrics) based on feedback from stakeholders, leaders, and managers.

**Business Analyst I**

Minimum Education:
- Bachelor’s Degree

Minimum Experience:
- Bachelor’s Degree – One (1) Year
- Master’s Degree - None

Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.

Functional Responsibility:
- Serve on a team and with supervision:
  - Provide advice, recommendations, and analysis for leaders and managers on business operations and process improvement.
  - Collect and analyze data related to the efficacy and efficiency of business processes and their alignment to organizational strategy.
  - Make recommendations to optimize and improve business processes based on data analysis.
  - Execute the implementation of these recommendations to drive better business outcomes.
  - Develop and monitor metrics for the new business processes and seek continuous improvement in their execution.

**Business Analyst II**

Minimum Education:
- Bachelor’s Degree

Minimum Experience:
- Bachelor’s Degree – Three (3) Years
- Master’s Degree – Two (2) Years

Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.

Functional Responsibility:
- Serve on a team and with minimal supervision:
  - Provide advice, recommendations, and analysis for leaders and managers on business operations and process improvement.
  - Collect and analyze data related to the efficacy and efficiency of business processes and their alignment to organizational strategy.
  - Make recommendations to optimize and improve business processes based on data analysis.
- Execute the implementation of these recommendations to drive better business outcomes.
- Develop and monitor metrics for the new business processes and seek continuous improvement in their execution.

**Business Analyst III**
Minimum Education:
- Bachelor’s Degree
Minimum Experience:
- Bachelor’s Degree – Six (6) Years
- Master’s Degree – Four (4) Years
Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
- Operate independently with no supervision and collaborate effectively if in a team environment to:
  - Provide advice, recommendations, and analysis for leaders and managers on business operations and process improvement.
  - Collect and analyze data related to the efficacy and efficiency of business processes and their alignment to organizational strategy.
  - Make recommendations to optimize and improve business processes based on data analysis.
  - Execute the implementation of these recommendations to drive better business outcomes.
  - Develop and monitor metrics for the new business processes and seek continuous improvement in their execution.

**Business Analyst IV**
Minimum Education:
- Bachelor’s Degree
Minimum Experience:
- Bachelor’s Degree – Nine (9) Years
- Master’s Degree – Six (6) Years
Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
- Operate independently and mentor others if in a team environment to:
  - Provide advice, recommendations, and analysis for leaders and managers on business operations and process improvement.
  - Collect and analyze data related to the efficacy and efficiency of business processes and their alignment to organizational strategy.
- Make recommendations to optimize and improve business processes based on data analysis.
- Execute the implementation of these recommendations to drive better business outcomes.
- Develop and monitor metrics for the new business processes and seek continuous improvement in their execution.

**Business Analyst V**
Minimum Education:
- Bachelor’s Degree
Minimum Experience:
- Bachelor’s Degree – Twelve (12) Years
- Master’s Degree – Eight (8) Years
Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
- Operate independently and lead others if in a team environment to:
  - Provide advice, recommendations, and analysis for leaders and managers on business operations and process improvement.
  - Collect and analyze data related to the efficacy and efficiency of business processes and their alignment to organizational strategy.
  - Make recommendations to optimize and improve business processes based on data analysis.
  - Execute the implementation of these recommendations to drive better business outcomes.
  - Develop and monitor metrics for the new business processes and seek continuous improvement in their execution.

**Program Manager I**
Minimum Education:
- Bachelor’s Degree
Minimum Experience:
- Bachelor’s Degree – One (1) Year
- Master’s Degree - None
Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
- Manage all aspects of a professional services contract or sub-contract of 5 FTE or less, to include the following duties:
  - Oversee the full lifecycle of program planning and execution, from initiation to close-out.
  - Served as the principal liaison between the consulting team and clients.
Manager staffing the contracts, including driving the recruitment, evaluation, and hiring of prospective candidates.
- Monitor, report on, and enhance the technical and financial performance of the contracts, ensuring the program stays within cost and schedule.
- Address employee issues and conduct performance reviews.
- Manage relationships and issues with current and potential subcontractors and/or suppliers.

**Program Manager II**
Minimum Education:
- Bachelor’s Degree
Minimum Experience:
- Bachelor’s Degree – Three (3) Years
- Master’s Degree – Two (2) Years
Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
- Manage all aspects of a professional services contract or sub-contract of 5-10 FTE, to include the following duties:
  - Oversee the full lifecycle of program planning and execution, from initiation to close-out.
  - Served as the principal liaison between the consulting team and clients.
  - Manage staffing the contracts, including driving the recruitment, evaluation, and hiring of prospective candidates.
  - Monitor, report on, and enhance the technical and financial performance of the contracts, ensuring the program stays within cost and schedule.
  - Address employee issues and conduct performance reviews.
  - Manage relationships and issues with current and potential subcontractors and/or suppliers.

**Program Manager III**
Minimum Education:
- Bachelor’s Degree
Minimum Experience:
- Bachelor’s Degree – Six (6) Years
- Master’s Degree – Four (4) Years
Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
- Manage all aspects of a professional services contract or sub-contract of 10-15 FTE, to include the following duties:
▪ Oversee the full lifecycle of program planning and execution, from initiation to close-out.
▪ Served as the principal liaison between the consulting team and clients.
▪ Manage staffing the contracts, including driving the recruitment, evaluation, and hiring of prospective candidates.
▪ Monitor, report on, and enhance the technical and financial performance of the contracts, ensuring the program stays within cost and schedule.
▪ Address employee issues and conduct performance reviews.
▪ Manage relationships and issues with current and potential subcontractors and/or suppliers.

**Program Manager IV**
Minimum Education:
- Bachelor’s Degree
Minimum Experience:
- Bachelor’s Degree – Nine (9) Years
- Master’s Degree – Six (6) Years
Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
- Manage all aspects of a professional services contract or sub-contract of 15-20 FTE, to include the following duties:
  ▪ Oversee the full lifecycle of program planning and execution, from initiation to close-out.
  ▪ Served as the principal liaison between the consulting team and clients.
  ▪ Manage staffing the contracts, including driving the recruitment, evaluation, and hiring of prospective candidates.
  ▪ Monitor, report on, and enhance the technical and financial performance of the contracts, ensuring the program stays within cost and schedule.
  ▪ Address employee issues and conduct performance reviews.
  ▪ Manage relationships and issues with current and potential subcontractors and/or suppliers.

**Program Manager V**
Minimum Education:
- Bachelor’s Degree
Minimum Experience:
- Bachelor’s Degree – Twelve (12) Years
- Master’s Degree – Eight (8) Years
Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
Acclaim Technical Services, LLC
GS-10F-0106R

http://www.acclaimtechnical.com
571-262-0603

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• Manage all aspects of a professional services contract or sub-contract of more than 20 FTE, to include the following duties:
  ▪ Oversee the full lifecycle of program planning and execution, from initiation to close-out.
  ▪ Served as the principal liaison between the consulting team and clients.
  ▪ Manage staffing the contracts, including driving the recruitment, evaluation, and hiring of prospective candidates.
  ▪ Monitor, report on, and enhance the technical and financial performance of the contracts, ensuring the program stays within cost and schedule.
  ▪ Address employee issues and conduct performance reviews.
  ▪ Manage relationships and issues with current and potential subcontractors and/or suppliers.
541930 – Translation and Interpretation Services:

**Linguist I**
Minimum Education:
   - High School diploma
Minimum Experience:
   - None
Language Testing:
   - Interagency Language Round Table (ILR) skill equivalent level 1+
Security Clearance:
   - If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
   - Provide written translations from source language into target language, while maintaining the meaning and intent of the original material. Services include translation of material, proofing, editing, gisting, client consultation, desktop publishing, and/or final production layout in the required media format (i.e., hardcopy or electronic). Maintains current knowledge regarding culture, customs, and practices relevant to project or program scope.

**Linguist II**
Minimum Education:
   - High School diploma
Minimum Experience:
   - One (1) year
Language Testing:
   - Interagency Language Round Table (ILR) skill equivalent level 2.
Security Clearance:
   - If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
   - Provide written translations from source language into target language, while maintaining the meaning and intent of the original material. Services include translation of material, proofing, editing, gisting, client consultation, desktop publishing, and/or final production layout in the required media format (i.e., hardcopy or electronic). Maintains current knowledge regarding culture, customs, and practices relevant to project or program scope.

**Linguist III**
Minimum Education:
   - High School diploma
Minimum Experience:
   - Two (2) years
   - None for AA
Language Testing:
   - Interagency Language Round Table (ILR) skill equivalent level 2.
Acclaim Technical Services, LLC
http://www.acclaimtechnical.com
GS-10F-0106R
571-262-0603
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Security Clearance:
  • If required, must be able to obtain and maintain a security clearance per program requirements.

Functional Responsibility:
  • Provide written translations from source language into target language, while maintaining the meaning and intent of the original material. Services include translation of material, proofing, editing, gisting, client consultation, desktop publishing, and/or final production layout in the required media format (i.e., hardcopy or electronic). Maintains current knowledge regarding culture, customs and practices relevant to project or program scope.

**Linguist IV**
Minimum Education:
  • High School diploma
Substitution: AA
Minimum Experience:
  • Three (3) years
Substitution: One (1) year for AA
Language Testing:
  • Interagency Language Round Table (ILR) skill equivalent level 2+

Security Clearance:
  • If required, must be able to obtain and maintain a security clearance per program requirements.

Functional Responsibility:
  • Provide written translations from source language into target language, while maintaining the meaning and intent of the original material. Services include translation of material, proofing, editing, gisting, client consultation, desktop publishing, and/or final production layout in the required media format (i.e., hardcopy or electronic). Maintains current knowledge regarding culture, customs and practices relevant to project or program scope.

**Linguist V**
Minimum Education:
  • Associate’s Degree
Minimum Experience:
  • Two (2) years
Language Testing:
  • Interagency Language Round Table (ILR) skill equivalent level 2+

Security Clearance:
  • If required, must be able to obtain and maintain a security clearance per program requirements.

Functional Responsibility:
  • Provide written translations from source language into target language, while maintaining the meaning and intent of the original material. Services include translation of material, proofing, editing, gisting, client consultation, desktop publishing, and/or final production layout in the required media format (i.e., hardcopy or electronic). Maintains current knowledge regarding culture, customs and practices relevant to project or program scope.
**Linguist VI**
Minimum Education:
- Associate’s Degree
Minimum Experience:
- Three (3) years for AA
- None for BS/BA
Language Testing:
- Interagency Language Round Table (ILR) skill equivalent level 2+
Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
- Provide written translations from source language into target language, while maintaining the meaning and intent of the original material. Services include translation of material, proofing, editing, gisting, client consultation, desktop publishing, and/or final production layout in the required media format (i.e., hardcopy or electronic). Maintains current knowledge regarding culture, customs and practices relevant to project or program scope.

**Linguist VII**
Minimum Education:
- Bachelor’s Degree
Minimum Experience:
- One (1) year
Language Testing:
- Interagency Language Round Table (ILR) skill equivalent level 3.
Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
- Provide written translations from source language into target language, while maintaining the meaning and intent of the original material. Services include translation of material, proofing, editing, gisting, client consultation, desktop publishing, and/or final production layout in the required media format (i.e., hardcopy or electronic). Maintains current knowledge regarding culture, customs and practices relevant to project or program scope.

**Linguist VIII**
Minimum Education:
- Bachelor’s Degree
Minimum Experience:
- Two (2) years
Language Testing:
- Interagency Language Round Table (ILR) skill equivalent level 3.
Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
- Provide written translations from source language into target language, while maintaining the meaning and intent of the original material. Services include translation of material, proofing, editing, gisting, client consultation, desktop publishing, and/or final production layout in the required media format (i.e., hardcopy or electronic). Maintains current knowledge regarding culture, customs and practices relevant to project or program scope.

**Linguist IX**

Minimum Education:
- Bachelor’s Degree

Minimum Experience:
- Three (3) years for BS/BA

Language Testing:
- Interagency Language Round Table (ILR) skill equivalent level 3.

Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.

Functional Responsibility:
- Provide written translations from source language into target language, while maintaining the meaning and intent of the original material. Services include translation of material, proofing, editing, gisting, client consultation, desktop publishing, and/or final production layout in the required media format (i.e., hardcopy or electronic). Maintains current knowledge regarding culture, customs and practices relevant to project or program scope. Linguists in this category should be able to conduct reviews or evaluations of documents translated by other linguists; and provide comments, corrections and recommendations for translated material to assist linguists in improving the production quality.

**Program Manager**

Minimum Education:
- Bachelor’s degree

Certification:
- None

Minimum Experience:
- Three (3) years as a Program Manager whereby the majority of experience has concentrated on language translation, intelligence analysis, or interpretation services projects.

Security Clearance:
- If required, must be able to obtain and maintain the necessary level of security clearance.

Functional Responsibility:
- Plans, designs, organizes, and controls the overall activities of projects as well as directing the performance of technical expertise to a variety of language translation, analysis, or interpretation services projects which may be organized by technology, program, or client. Responsible for meeting project goals within time and cost constraints and prepares and presents reports when
applicable. Ensures all activities conform to the terms and conditions of the contract and delivery orders.

**Simultaneous**
Minimum Education:
- Bachelor’s Degree
Memberships:
- International Association of Conference Interpreters (AIIC) or similar organizations is desired.
Minimum Experience:
- None for Consecutive Interpreters
Language Testing:
- Interagency Language Round Table (ILR) skill equivalent level 3.
Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
- Interpreters convey continuously the full and accurate meaning of what is said in the source language into speech in the target language, lagging just slightly behind the original message. Simultaneous interpretation typically takes place in settings where no pauses or interruptions are possible, and is typically delivered using specialized equipment in a sound-proof booth.

**Escort Interpreter**
Minimum Education:
- Bachelor’s Degree
Minimum Experience:
- None for Escort Interpreters
Language Testing:
- Interagency Language Round Table (ILR) skill equivalent level 2.
Security Clearance:
- If required, must be able to obtain and maintain a security clearance per program requirements.
Functional Responsibility:
- Interpreting is provided in the consecutive mode (i.e., with pauses). The interpreter typically accompanies an individual or a group on a tour, visit or meeting in support of military or other private or government missions.
## Appendix B - Language Capability List

<table>
<thead>
<tr>
<th>Category</th>
<th>Languages</th>
</tr>
</thead>
<tbody>
<tr>
<td>European Language I</td>
<td>French, German, Italian, Portuguese, Spanish</td>
</tr>
<tr>
<td>European Language II</td>
<td>Dutch, Greek, Haitian Creole, Polish, Russian, Ukrainian</td>
</tr>
<tr>
<td>European Language III</td>
<td>Albanian, Bulgarian, Belarusian, Czech, Estonian, Latvian, Lithuanian, Moldovan, Romanian, Serbo-Croatian, Slovak, Slovenian, Yiddish</td>
</tr>
<tr>
<td>European IV</td>
<td>Catalan, Danish, Finnish, Norwegian, Swedish</td>
</tr>
<tr>
<td>Middle Eastern I</td>
<td>Arabic (MSA and all dialects), Hebrew, Persian Farsi, Turkish</td>
</tr>
<tr>
<td>Asian I</td>
<td>Chinese, Japanese, Korean</td>
</tr>
<tr>
<td>Asian II</td>
<td>Laotian, Tagalog, Thai, Vietnamese</td>
</tr>
<tr>
<td>Asian III</td>
<td>Gujarati, Hindi, Punjabi</td>
</tr>
<tr>
<td>Other Exotic I</td>
<td>Amharic, Armenian, Azerbaijani (Azeri), Bahasa, Baluchi, Belize Creole, Bengali, Burmese, Chavacano, Coptic, Croatian, Dari, Dinka, Fioti (Kikongo), Georgian, Hausa, Hindko, Hmong, Icelandic, Igbo, Indonesian, Jamaican Patois, Kazakh, Khmer, Kirghiz, Kurdish, Lingala, Macedonian, Maguindanao, Malay, Maltese, Memoni (Memon), Mongolian, Navajo, Nepali, Pashtu, Samoan, Sicilian, Sindhi, Sinhalese, Somali, Swahili, Tagrina, Tajik, Tamil, Tausug, Turkmen, Twi, Yoruba, Urdu, Uzbek</td>
</tr>
</tbody>
</table>