GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE

MULTIPLE AWARD SCHEDULE (MAS) PRICELIST

FSC GROUP: PROFESSIONAL SERVICES, SCIENTIFIC, AND MANAGEMENT SERVICES
PSC CLASS: R425, RF99

Contract Number: GS-10F-0502X
For more information on order from Federal Supply Schedules, go to the GSA Schedules page at GSA.gov.

Grove Resource Solutions, Inc. (GRSi)
5295 Westview Drive, Suite 125
Frederick, MD 21703-8523
Phone: (240) 236-0800
Fax: (240) 236-0888
www.grsi.com
POC for Contract Administration: Patrick O’Mara, patrick.omara@grsi.com

Business Size / Status: Other than Small Business
Period Covered by Contract: September 29, 2011 – September 28, 2026

Pricelist current through Modification PO-0030, dated September 29, 2021

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage®, a menu-driven database system. The INTERNET address GSA Advantage® is: GSAAdvantage.gov.
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</tbody>
</table>
CUSTOMER INFORMATION

1a. Table of Awarded Special Item Numbers (SINs):
   Please refer to page #4 and GSA eLibrary (www.gsaelibrary.gsa.gov) for detailed SIN descriptions

   SIN 541330ENG, Engineering Services
   SIN 541380, Testing Laboratory Services
   SIN 541420, Engineering System Design and Integration Services
   SIN 541715, Engineering Research and Development and Strategic Planning
     → Primary Engineering Disciplines – Electrical, Civil, Chemical and Mechanical for all SINs
   SIN OLM / OLM STLOC, Order Level Materials (OLM)

1b. Lowest Priced Model Number and Lowest Price:
    Please refer to our rates beginning on page #9
1c. Labor Category Descriptions:
    Please refer to page #10

2. Maximum Order:
   SIN 541380 and OLM: $250,000
   All Other SINs: $ 1,000,000.00
   Note: Agencies may place, and contractor may honor, orders exceeding this limit in accordance with FAR 8.404

3. Minimum Order:
   $ 100.00

4. Geographic Coverage:
   Domestic delivery only

5. Point of Production:
   Maryland

6. Discount from List Price:
   All Prices Herein are Net

7. Quantity Discounts:
   None offered

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:
   None

10a. Time of Delivery:
     As negotiated with Ordering Agency
10b. Expedited Delivery:
     Not applicable
10c. Overnight and 2-Day Delivery:
     Not applicable
10d. Urgent Requirement:
     When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact GRSi for the purpose of obtaining accelerated delivery. GRSi shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

11. F.O.B. Point:
    Destination

12a. Ordering Address:
    GRSi
    5295 Westview Drive, Suite 125
    Frederick, MD 21703-8523
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: GRSi (Attn: Accounts Receivable)
5295 Westview Drive, Suite 125
Frederick, MD 21703-8523

14. Warranty Provision: Not applicable

15. Export Packing Charges: Not applicable

16. Terms and conditions of rental, maintenance, and repair: 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: Not applicable

18b. Terms and conditions for any other services (if applicable): Not applicable

19. List of service and distribution points (if applicable): Not applicable

20. List of participating dealers (if applicable): Not applicable

21. Preventative 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. 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/

23. Unique Entity Identifier (UEI) Number.: 169884546

24. GRSi is registered in the System for Award Management (SAM).
CONTRACT OVERVIEW

GSA awarded Grove Resource Solutions, Inc. (GRSi) a Multiple Award Schedule under the Professional Services Category with contract number **GS-10F-0502X** and current option period **September 28, 2021 – September 28, 2026**. GSA may exercise up to one additional 5-year option period. The contract allows for the placement of Firm Fixed Price or Time and Materials task orders using the labor categories and ceiling rates defined in the contract.

CONTRACT ADMINISTRATOR

Patrick O’Mara, Director of Contracts  
Grove Resource Solutions, Inc.  
5295 Westview Drive, Suite 125  
Frederick, MD 21703-8523  
Telephone: (240) 772-2433  
Email: patrick.omara@grsi.com

CONTRACT USE

This contract is available for use by all federal government agencies, as a source for Professional Services, for worldwide use. Executive agencies, other Federal agencies, mixed-ownership Government corporations, and the District of Columbia; government contractors authorized in writing by a Federal agency pursuant to 48 CFR 51.1; and other activities and organizations authorized by statute or regulation to use GSA as a source of supply may use this contract. Additionally, contractors are encouraged to accept orders received from activities within the Executive Branch of the Federal Government.

CONTRACT SCOPE

The contractor shall provide all resources including personnel, management, supplies, services, materials, equipment, facilities and transportation necessary to provide a wide range of professional services as specified in each task order. Services specified in a task order may be performed at the contractor's facilities or the ordering agencies' facilities. The government will determine the contractor's compensation by any of several different methods (to be specified at the task order level) e.g., a firm-fixed price for services with or without incentives, labor hours or time-and-material.

SPECIAL ITEM NUMBER (SIN) DESCRIPTIONS

The Special Item Numbers (SINs) available under this contract provide services across the life cycle of a project. When task orders are placed, they must identify the SIN or SINs under which the task is being executed. GRSi has been awarded a contract by GSA to provide services under the following SINs. A full description of each SIN and examples of the types of work covered thereunder are provided below.

**SIN 541330ENG, Engineering Services:** Services include: applying physical laws and principles of engineering in the design, development, and utilization of machines, materials, instruments, processes, and systems. Services may involve any of the following activities: provision of advice, concept development, requirements analysis, preparation of feasibility studies, preparation of preliminary and final plans and designs, provision of technical services during the construction or installation phase, inspection and evaluation of engineering projects, and related services.

**SIN 541380, Testing Laboratory Services:** Includes testing laboratory services and veterinary, natural, and life sciences; testing services and laboratories; and other professional, scientific, and technical consulting services.

Testing and services include, but are not limited to: physical, chemical, analytical, or other testing services; quality assurance; fire safety inspections; training; safety audits; relying upon experimental, empirical, quantifiable data, relying on the scientific method, and professional services, tasks, and labor categories in the fields of biology, chemistry, physics, earth sciences, atmospheric science,
oceanography, materials sciences, mathematics, geology, astronomy, veterinary medicine, statistics, systems science, etc., (excludes social and behavioral sciences).

**SIN 541420, Engineering System Design and Integration Services**: Services include creating and developing designs and specifications that optimize the use, value, and appearance of their products. These services can include determination of the materials, construction, mechanisms, shape, color, and surface finishes of the product, taking into consideration human characteristics and needs, safety, market appeal, and efficiency in production, distribution, use, and maintenance.

Associated tasks include, but are not limited to computer-aided design, e.g. CADD, risk reduction strategies and recommendations to mitigate identified risk conditions, fire modeling, performance-based design reviews, high level detailed specification and scope preparation, configuration, management and document control, fabrication, assembly and simulation, modeling, training, consulting, analysis of single or multi spacecraft missions and mission design analysis.

NOTE: Services under this NAICS can not include architect-engineer services as defined in the Brooks Act and FAR Part 2 or construction services as defined in the Federal Acquisition Regulation Part 36 and Part 2.

An implementation guide for Space launch Integration Services (SLIS) can be found at www.gsa.gov/psschedule - click on "Professional Engineering Solutions".

**SIN 541715, Engineering Research and Development and Strategic Planning**: Service include conducting research and experimental development (except nanotechnology and biotechnology research and experimental development) in the physical, engineering and life sciences such as; such as agriculture, electronics, environmental, biology, botany, computers, chemistry, food, fisheries, forests, geology, health, mathematics, medicine, oceanography, pharmacy, physics, veterinary and other allied subjects.

Typical tasks include, but are not limited to, analysis of mission, program goals and objectives, program evaluations, analysis of program effectiveness, requirements analysis, organizational performance assessment, special studies and analysis, training, and consulting; requirements analysis, cost/cost performance trade-off analysis, feasibility analysis, developing and completing fire safety evaluation worksheets as they relate to professional engineering services; operation and maintenance, evaluation of inspection, testing, and maintenance program for fire protection and life safety systems, program/project management, technology transfer/insertion, training and consulting.

NOTE: Services under this NAICS can not include architect-engineer services as defined in the Brooks Act and FAR Part 2 or construction services as defined in the Federal Acquisition Regulation Part 36 and Part 2.

**SIN OLM, Order Level Materials**: OLMs are supplies and/or services acquired in direct support of an individual task or delivery order placed against a Schedule contract or BPA. OLM pricing is not established at the Schedule contract or BPA level, but at the order level. Since OLMs are identified and acquired at the order level, the ordering contracting officer (OCO) is responsible for making a fair and reasonable price determination for all OLMs.

OLMs are procured under a special ordering procedure that simplifies the process for acquiring supplies and services necessary to support individual task or delivery orders placed against a Schedule contract or BPA. Using this new procedure, ancillary supplies and services not known at the time of the Schedule award may be included and priced at the order level.

**OLM SIN-Level Requirements/Ordering Instructions:**

OLMs are:

- Purchased under the authority of the FSS Program
- Unknown until an order is placed
- Defined and priced at the ordering activity level in accordance with GSAR clause 552.238-115 Special Ordering Procedures for the Acquisition of Order-Level Materials. (Price analysis for OLMs is not conducted when awarding the FSS contract or FSS BPA; therefore, GSAR 538.270 and 538.271 do not apply to OLMs)
Only authorized for use in direct support of another awarded SIN.
Only authorized for inclusion at the order level under a Time-and-Materials (T&M) or Labor-Hour (LH) Contract Line Item Number (CLIN)
Subject to a Not To Exceed (NTE) ceiling price

OLMs are not:
- Open Market Items.
- Items awarded under ancillary supplies/services or other direct cost (ODC) SINs (these items are defined, priced, and awarded at the FSS contract level)

OLM Pricing:
- Prices for items provided under the Order-Level Materials SIN must be inclusive of the Industrial Funding Fee (IFF).
- The value of OLMs in a task or delivery order, or the cumulative value of OLMs in orders against an FSS BPA awarded under an FSS contract, cannot exceed 33.33%.

NOTE: When used in conjunction with a Cooperative Purchasing eligible SIN, this SIN is Cooperative Purchasing Eligible.
INSTRUCTIONS FOR PLACING ORDERS FOR SERVICES BASED ON GSA SCHEDULE HOURLY RATES

GSA provides a streamlined, efficient process for ordering the services you need. GSA has already determined that Grove Resource Solutions, Inc. meets the technical requirements and that our prices offered are fair and reasonable. Agencies may use written orders, facsimile orders, credit card orders, blanket purchase agreement orders or individual purchase orders under this contract.

If it is determined that your agency needs an outside source to provide Professional Services, follow these simple steps:

<table>
<thead>
<tr>
<th>Orders under the Micro-Purchase Threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Select the contractor best suited for your needs and place the order.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Orders in-between the Micro-Purchase Threshold and the Simplified Acquisition Threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Prepare a SOW or Performance Work Statement (PWS) in accordance with FAR 8.405-2(b).</td>
</tr>
<tr>
<td>• Prepare and send the RFQ (including SOW and evaluation criteria) to at least three GSA Schedule contractors.</td>
</tr>
<tr>
<td>• Evaluate, then make a &quot;Best Value&quot; determination.</td>
</tr>
<tr>
<td><strong>Note:</strong> The ordering activity should request GSA Schedule contractors to submit firm-fixed prices to perform the services identified in the SOW.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Orders over the Simplified Acquisition Threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Prepare the RFQ (including the SOW and evaluation criteria) and post on eBuy to afford all Schedule contractors the opportunity to respond, or provide the RFQ to as many Schedule contractors as practicable, consistent with market research, to reasonably ensure that quotes are received from at least three contractors.</td>
</tr>
<tr>
<td>• Seek price reductions.</td>
</tr>
<tr>
<td>• Evaluate all responses and place the order, or establish the BPA with the GSA Schedule contractor that represents the best value (refer to FAR 8.405-2(d)).</td>
</tr>
<tr>
<td><strong>Note:</strong> The ordering activity should request GSA Schedule contractors to submit firm-fixed prices to perform the services identified in the SOW.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Developing a Statement of Work (SOW)</th>
<th>Preparing a Request for Quote (RFQ)</th>
</tr>
</thead>
<tbody>
<tr>
<td>In the SOW, include the following information:</td>
<td>• Include the SOW and evaluation criteria;</td>
</tr>
<tr>
<td>• Work to be performed,</td>
<td>• Request fixed price, ceiling price, or, if not possible, labor hour or time and materials order;</td>
</tr>
<tr>
<td>• Location of work,</td>
<td>• If preferred, request a performance plan from contractors and information on past experience; and include information on the basis for selection.</td>
</tr>
<tr>
<td>• Period of performance;</td>
<td>• May be posted on GSA’s electronic RFQ system, eBuy</td>
</tr>
<tr>
<td>• Deliverable schedule, and</td>
<td></td>
</tr>
<tr>
<td>• Special standards and any special requirements, where applicable.</td>
<td></td>
</tr>
</tbody>
</table>

For more information related to ordering services, go to [http://www.gsa.gov/schedules-ordering](http://www.gsa.gov/schedules-ordering) and client “Ordering Information.” Also see summary guidelines in the Multiple Award Schedule (MAS) Desk Reference Guide, Ordering Procedures.
BLANKET PURCHASE AGREEMENT

Ordering activities may establish BPAs under any schedule contract to fill repetitive needs for supplies or services. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPAs and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). In determining how many BPAs to establish, consider:

- The scope and complexity of the requirement(s);
- The need to periodically compare multiple technical approaches or prices;
- The administrative costs of BPAs; and
- The technical qualifications of the schedule contractor(s).

Establishment of a single BPA, or multiple BPAs, shall be made using the same procedures outlined in 8.405-1 or 8.405-2. BPAs shall address the frequency of ordering, invoicing, discounts, requirements (e.g. estimated quantities, work to be performed), delivery locations, and time.

When establishing multiple BPAs, the ordering activity shall specify the procedures for placing orders under the BPAs.

Establishment of a multi-agency BPA against a Federal Supply Schedule contract is permitted if the multi-agency BPA identifies the participating agencies and their estimated requirements at the time the BPA is established.

Ordering from BPAs:
- **Single BPA.** If the ordering activity establishes one BPA, authorized users may place the order directly under the established BPA when the need for the supply or service arises.
- **Multiple BPAs.** If the ordering activity establishes multiple BPAs, before placing an order exceeding the micro-purchase threshold, the ordering activity shall:
  - Forward the requirement, or statement of work and the evaluation criteria, to an appropriate number of BPA holders, as established in the BPA ordering procedures; and
  - Evaluate the responses received, make a best value determination (see 8.404(d)), and place the order with the BPA holder that represents the best value.

BPAs for hourly rate services. If the BPA is for hourly rate services, the ordering activity shall develop a statement of work for requirements covered by the BPA. All orders under the BPA shall specify a price for the performance of the tasks identified in the statement of work.

**Duration of BPAs.** BPAs generally should not exceed five years in length, but may do so to meet program requirements. Contractors may be awarded BPAs that extend beyond the current term of their GSA Schedule contract, so long as there are option periods in their GSA Schedule contract that, if exercised, will cover the BPA’s period of performance.

Review of BPAs:
The ordering activity that established the BPA shall review it at least once a year to determine whether:
- The schedule contract, upon which the BPA was established, is still in effect;
- The BPA still represents the best value (see 8.404(d)); and
- Estimated quantities/amounts have been exceeded and additional price reductions can be obtained.

The ordering activity shall document the results of its review.
### SUMMARY OF AWARDED GSA RATES

<table>
<thead>
<tr>
<th>SINs</th>
<th>Professional Labor Category</th>
<th>YEAR 11</th>
<th>YEAR 12</th>
<th>YEAR 13</th>
<th>YEAR 14</th>
<th>YEAR 15</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALL</td>
<td>Program Manager</td>
<td>$154.68</td>
<td>$157.93</td>
<td>$161.25</td>
<td>$164.64</td>
<td>$168.09</td>
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<tr>
<td>ALL</td>
<td>Project Manager</td>
<td>$102.81</td>
<td>$104.97</td>
<td>$107.18</td>
<td>$109.43</td>
<td>$111.73</td>
</tr>
<tr>
<td>ALL</td>
<td>Senior Engineer/Scientist IV</td>
<td>$160.92</td>
<td>$164.30</td>
<td>$167.75</td>
<td>$171.27</td>
<td>$174.87</td>
</tr>
<tr>
<td>ALL</td>
<td>Senior Engineer/Scientist III</td>
<td>$141.98</td>
<td>$144.96</td>
<td>$148.00</td>
<td>$151.11</td>
<td>$154.28</td>
</tr>
<tr>
<td>ALL</td>
<td>Senior Engineer/Scientist II</td>
<td>$115.44</td>
<td>$117.87</td>
<td>$120.34</td>
<td>$122.87</td>
<td>$125.45</td>
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<tr>
<td>ALL</td>
<td>Senior Engineer/Scientist I</td>
<td>$104.63</td>
<td>$106.82</td>
<td>$109.07</td>
<td>$111.36</td>
<td>$113.70</td>
</tr>
<tr>
<td>ALL</td>
<td>Engineer Scientist</td>
<td>$82.49</td>
<td>$84.22</td>
<td>$85.99</td>
<td>$87.80</td>
<td>$89.64</td>
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<tr>
<td>ALL</td>
<td>Senior Computer Scientist II</td>
<td>$130.58</td>
<td>$133.32</td>
<td>$136.12</td>
<td>$138.98</td>
<td>$141.90</td>
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<tr>
<td>ALL</td>
<td>Senior Computer Scientist I</td>
<td>$118.96</td>
<td>$121.46</td>
<td>$124.01</td>
<td>$126.61</td>
<td>$129.27</td>
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<tr>
<td>ALL</td>
<td>Computer Scientist</td>
<td>$97.33</td>
<td>$99.37</td>
<td>$101.46</td>
<td>$103.59</td>
<td>$105.76</td>
</tr>
<tr>
<td>ALL</td>
<td>Technician III</td>
<td>$117.73</td>
<td>$120.20</td>
<td>$122.73</td>
<td>$125.30</td>
<td>$127.94</td>
</tr>
<tr>
<td>ALL</td>
<td>Technician II</td>
<td>$106.51</td>
<td>$108.75</td>
<td>$111.03</td>
<td>$113.36</td>
<td>$115.74</td>
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<tr>
<td>ALL</td>
<td>Technician I</td>
<td>$85.71</td>
<td>$87.51</td>
<td>$89.35</td>
<td>$91.23</td>
<td>$93.14</td>
</tr>
<tr>
<td>ALL</td>
<td>Junior Technician</td>
<td>$74.91</td>
<td>$76.49</td>
<td>$78.09</td>
<td>$79.73</td>
<td>$81.41</td>
</tr>
<tr>
<td>ALL</td>
<td>Advanced Design Specialist II</td>
<td>$160.94</td>
<td>$164.32</td>
<td>$167.77</td>
<td>$171.29</td>
<td>$174.89</td>
</tr>
<tr>
<td>ALL</td>
<td>Advanced Design Specialist I</td>
<td>$138.75</td>
<td>$141.67</td>
<td>$144.64</td>
<td>$147.68</td>
<td>$150.78</td>
</tr>
<tr>
<td>ALL</td>
<td>Logistician</td>
<td>$80.89</td>
<td>$82.37</td>
<td>$84.10</td>
<td>$85.87</td>
<td>$87.67</td>
</tr>
<tr>
<td>ALL</td>
<td>Senior Technical Writer</td>
<td>$90.70</td>
<td>$92.60</td>
<td>$94.55</td>
<td>$96.53</td>
<td>$98.56</td>
</tr>
<tr>
<td>ALL</td>
<td>Technical Writer</td>
<td>$78.54</td>
<td>$80.19</td>
<td>$81.87</td>
<td>$83.59</td>
<td>$85.35</td>
</tr>
<tr>
<td>ALL</td>
<td>Management Analyst</td>
<td>$44.68</td>
<td>$45.62</td>
<td>$46.57</td>
<td>$47.55</td>
<td>$48.55</td>
</tr>
<tr>
<td>ALL</td>
<td>Senior Fire Protection Engineer</td>
<td>$103.11</td>
<td>$105.28</td>
<td>$107.49</td>
<td>$109.74</td>
<td>$112.05</td>
</tr>
<tr>
<td>ALL</td>
<td>Fire Protection Engineer</td>
<td>$91.33</td>
<td>$93.24</td>
<td>$95.20</td>
<td>$97.20</td>
<td>$99.24</td>
</tr>
<tr>
<td>ALL</td>
<td>Junior Fire Protection Engineer</td>
<td>$63.02</td>
<td>$64.35</td>
<td>$65.70</td>
<td>$67.08</td>
<td>$68.49</td>
</tr>
</tbody>
</table>

GRSi is offering one set of rates that applies whether work is performed at the Customer’s Facility or Contractor’s Facility. Rates are fully burdened and include an IFF of 0.75%.

Material and other Direct Costs: All materials and other direct costs will be billed at ACTUAL direct cost incurred plus a material handling fee. (or, if FFP, as negotiated per task).
GSA SCHEDULE LABOR CATEGORY DESCRIPTIONS

The following tables provide labor category descriptions per the GSA Multiple Award Schedule Solicitation. The minimum education / certifications and experience requirements for each labor category are presented.

<table>
<thead>
<tr>
<th>Education in Excess of Requirements In Substitution for Required Experience</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Education</td>
<td>Actual Education</td>
<td>Additional Years of Experience Credited</td>
</tr>
<tr>
<td>--------------------</td>
<td>-----------------</td>
<td>----------------------------------------</td>
</tr>
<tr>
<td>Master's Degree (MS)</td>
<td>Doctoral Degree</td>
<td>4</td>
</tr>
<tr>
<td>Bachelor's Degree (BS)</td>
<td>Master's Degree</td>
<td>2</td>
</tr>
<tr>
<td>Associate's/Tech. Institute Degree (AS)</td>
<td>Bachelor's Degree</td>
<td>2</td>
</tr>
<tr>
<td>High School Diploma/GED (HS)</td>
<td>Associate's/Tech. Institute Degree</td>
<td>2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Experience in Excess of Requirements in Substitution for Required Education</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Education</td>
<td>Actual Education</td>
<td>Additional Years of Experience Needed</td>
</tr>
<tr>
<td>--------------------</td>
<td>-----------------</td>
<td>----------------------------------------</td>
</tr>
<tr>
<td>Doctoral Degree (D)</td>
<td>Master's Degree</td>
<td>4</td>
</tr>
<tr>
<td>Master's Degree (MS)</td>
<td>Bachelor's Degree</td>
<td>2</td>
</tr>
<tr>
<td>Bachelor's Degree (BS)</td>
<td>Associate's/Tech. Institute Degree</td>
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<tr>
<td>Associate's/Tech. Institute Degree (AS)</td>
<td>High School Diploma/GED</td>
<td>2</td>
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**Program Manager**

**Education**
Minimum BS degree in Engineering, Physics, Mathematics, Business, Management, Chemistry, Computer Science, or like area of study.

**Experience and Functional Responsibilities**
Minimum twelve (12) years of aggregate relevant experience in one or more of these disciplines. Shall have demonstrated qualities of leadership and responsibility in contract program management; will be responsible for oversight of cost, scheduling, and technical performance. This manager should have a thorough knowledge of the systems acquisition and business management processes and be able to communicate effectively, both verbally and in formal reports, with higher clients. They will generally function in the following activities: research, development, design, fabrication, production, in-service support, and other engineering oriented activities.

**Project Manager**

**Education**
Minimum BS degree in Engineering, Physics, Mathematics, Chemistry, Business, Management, Computer Science, or like area of study.

**Experience and Functional Responsibilities**
Minimum eight (8) years of aggregate relevant experience directly related to one or more of these disciplines. Provides contract management and supervision; directs and coordinates technical activities within an assigned project. Responsibilities typically include: developing program schedules and program milestone documentation; developing program budgets and overseeing day-to-day operation of program finances; reviewing SOWs for program enhancements, equipment and material logistics control, and ability to manage multiple projects simultaneously.

**Senior Engineer / Scientist IV**

**Education**
Minimum BS degree in Engineering, Physics, Mathematics, Chemistry, Computer Science, or like technical or engineering area.

**Experience and Functional Responsibilities**
Minimum ten (10) years of experience including five (5) years of technical experience relating to one or more of these disciplines. Work experience areas should include, but are not limited to Systems Analysis, Systems Architecture, Systems/Equipment Integration, Test & Evaluation, and Logistics support. Specific experience may include: developing new system architectures, system concept plans, parameters for systems / components, advanced engineering application proposals for integration of technology and equipment, and performing concept feasibility studies, circuit, circuit design, power sources, instrumentation, acoustics, signal processing, weapons, structures, dynamics, metallurgy,
Senior Engineer / Scientist III

**Education**
Minimum BS degree in Engineering, Physics, Mathematics, Chemistry, Computer Science, or like technical or engineering area.

**Experience and Functional Responsibilities**
Minimum eight (8) years of experience including four (4) years of technical experience relating to one or more of these disciplines. Work experience areas should include, but are not limited to: Systems Analysis, Systems Architecture, Systems/Equipment Integration, Test & Evaluation, and Logistics support. Specific experience may include: systems/components, engineering application proposals for integration of technology and equipment, and performing concept feasibility studies, circuit, circuit design, power sources, instrumentation, acoustics, signal processing, weapons, structures, dynamics, metallurgy, non-metallic materials, shock and vibration, aeronautics, ocean engineering, systems engineering, and project management.

Senior Engineer / Scientist II

**Education**
Minimum BS degree in Engineering, Physics, Mathematics, Chemistry, Computer Science, or like technical or engineering area.

**Experience and Functional Responsibilities**
Minimum six (6) years of related experience including three (3) years of technical experience relating to one or more of these disciplines. Work experience areas should include, but are not limited to: Systems/Equipment Support, and Test and Evaluation support. Specific experience may include: assembling, testing and preparing material/equipment for shipment for System Prototypes, Engineering Development Models (EDMs), circuit, circuit design, power sources, instrumentation, acoustics, signal processing, weapons, structures, dynamics, metallurgy, non-metallic materials, shock and vibration, aeronautics, ocean engineering, systems engineering, and project management.

Senior Engineer / Scientist I

**Education**
Minimum BS degree in Engineering, Physics, Mathematics, Chemistry, Computer Science, or like technical or engineering area.

**Experience and Functional Responsibilities**
Minimum four (4) years of related experience including two (2) years of technical experience relating to one or more of these disciplines. Work experience areas should include, but are not limited to: Systems/Equipment Support, and Test and Evaluation support. Specific experience may include: assembling, testing and preparing material/equipment for shipment for System Prototypes, Engineering Development Models (EDMs), circuit, circuit design, power sources, instrumentation, acoustics, signal processing, weapons, structures, dynamics, metallurgy, non-metallic materials, shock and vibration, aeronautics, ocean engineering, systems engineering, and project management.

Engineer / Scientist

**Education**
Minimum BS degree in Engineering, Physics, Mathematics, Chemistry, Computer Science, or like technical or engineering area.

**Experience and Functional Responsibilities**
Minimum two (2) years of related experience including one (1) year of technical experience relating to one or more of these disciplines. Work experience areas should include, but are not limited to: circuit, circuit design, power sources, instrumentation, acoustics, signal processing, weapons, structures, dynamics, metallurgy, non-metallic materials, shock and vibration, aeronautics, ocean engineering, systems engineering, and project management.

Senior Computer Scientist II

**Education**
Minimum BS degree in Computer Science; the Physical Sciences; Electrical, Software, or Systems or Industrial Engineering; Mathematics or like technical area of study.
### Senior Computer Scientist II

**Experience and Functional Responsibilities**  
Minimum ten (10) years of related experience or six (6) years plus one or more current professional certifications relating to one or more of these disciplines. Work experience should include modeling, simulation, information systems, artificial intelligence, programming languages, distributed processing and networking, interactive computer graphics, software development and validation, real time control systems, computer hardware, computer architecture, or combinations thereof. Experience may include but is not limited to: Technology Analysis and Assessment, Design Definition, Development of Systems Specification, Systems Analysis, Systems Architecture, Systems/Equipment Integration, Test & Evaluation, and Logistics support.

### Senior Computer Scientist I

**Education**  
Minimum BS degree in Computer Science; the Physical Sciences; Electrical, Software, or Systems or Industrial Engineering; Mathematics or like technical area of study

**Experience and Functional Responsibilities**  
Six (6) years of experience relating to one or more of these disciplines. Work experience should include modeling, simulation, information systems, artificial intelligence, real time control systems, programming languages, distributed processing and networking, interactive computer graphics, software development and validation, computer hardware, computer architecture, or combinations thereof. Experience may include but is not limited to: Systems Analysis, Systems Architecture, Systems/Equipment Support, Test and Evaluation, and Logistics support.

### Computer Scientist

**Education**  
Minimum BS degree in Computer Science; the Physical Sciences; Electrical, Software, or Systems or Industrial Engineering; Mathematics or like technical area of study

**Experience and Functional Responsibilities**  
Three (3) years of experience of technical support relating to one of more of these disciplines. Work experience should include the technologies comprising the field of computer science including, but not limited to: systems requirements, architecture development, and computer program development. Experience should also include but not be limited to: Systems Analysis, Systems Architecture, Systems/Equipment Support, Test and Evaluation, and Logistics support.

### Technician III

**Education**  
Minimum 2 Years Electrical, Electronics, Software, Engineering Technology degree, or like technical area of study.

**Experience and Functional Responsibilities**  
Minimum of fifteen (15) years of experience with a minimum of six (6) years of technical support relating to one or more of these disciplines. Experience should include, but is not limited to: installation, design, preparation and modification of engineering documents, and drawings, troubleshooting, repair and calibration of instrumentation; installation, modification, operation and testing of complex systems equipment.

### Technician II

**Education**  
Minimum High School diploma or GED. Formal electronics training from: Technical School, or Class A or B military school in electronics or communications, four (4) year electronics apprentice program, or like technical area of study.

**Experience and Functional Responsibilities**  
Ten (10) years of experience of technical support relating to one or more of these disciplines. Experience should include, but is not limited to: troubleshooting, repair and calibration of instrumentation; installation, modification, operation and testing of complex systems equipment.

### Technician I

**Education**  
Minimum High School diploma or GED. Formal electronics training from: Technical School, or Class A or B military school in electronics or communications, or four (4) year electronics apprentice, or like technical area of study.

**Experience and Functional Responsibilities**  
Six (6) years of experience of technical support relating to one or more of these disciplines. Experience should include, but is not limited to: troubleshooting, repair and calibration of instrumentation; installation, modification, operation and testing of systems equipment or equipment producing similar or related environmental effects.
<table>
<thead>
<tr>
<th>Junior Technician</th>
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<tbody>
<tr>
<td><strong>Education</strong></td>
<td>Minimum High School diploma or equivalent.</td>
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<tr>
<td><strong>Experience and Functional Responsibilities</strong></td>
<td>Three (3) years of experience in technical support relating to one or more of these disciplines. Experience should include, but is not limited to: troubleshooting, repair and calibration of instrumentation; installation, modification, operation and testing of systems equipment or equipment producing similar or related environmental effects.</td>
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<tr>
<th>Advanced Design Specialist II</th>
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<tbody>
<tr>
<td><strong>Education</strong></td>
<td>Minimum AA degree in an electronic or technical field of study.</td>
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<tr>
<td><strong>Experience and Functional Responsibilities</strong></td>
<td>Twelve (12) years experience in technical support relating to one or more of these disciplines. Experience should include design and electrical or mechanical skills, high degree of engineering design knowledge, technical development, communication skills, and leadership, proficiency in the use of the various Graphics software tools.</td>
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<tr>
<th>Advanced Design Specialist I</th>
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<tbody>
<tr>
<td><strong>Education</strong></td>
<td>Minimum AA degree in an electronic or technical field of study.</td>
</tr>
<tr>
<td><strong>Experience and Functional Responsibilities</strong></td>
<td>Eight (8) years experience in technical support relating to one or more of these disciplines. Experience should include design and the electrical or mechanical skills, high degree of engineering design knowledge, technical development, communication skills, and leadership. Electrical Computer Aided Design Skills: One (1) to three (3) years of experience using them to design multilayer printed wiring boards. Experience includes schematic capture, board layout, circuit routing, formal documentation, and Pro/Engineer software tools for mechanical and electromechanical design.</td>
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<tr>
<td><strong>Education</strong></td>
<td>Minimum HS/GED and six years experience, Advance degree preferred with 2 years experience.</td>
</tr>
<tr>
<td><strong>Experience and Functional Responsibilities</strong></td>
<td>Two (2) years experience in technical support relating to one or more of these disciplines. Experience should include logistics support of electronic systems including: logistics principles, practices, and processes as well as demonstrated skills in analyzing engineering/systems management data, and developing logistics plans and procedures. Experience should also include supporting the program office, including typical tasks such as financial and budget preparation and execution, or the development, interfacing and application of computer based hardware and software systems including database and office management applications, with experience in the areas of database management and business or office management applications, or the preparation of management operations reports or informative documents.</td>
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<tr>
<th>Senior Technical Writer / Editor</th>
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<tbody>
<tr>
<td><strong>Education</strong></td>
<td>Minimum BA degree in English, Journalism, Technical Writing, or like area of study.</td>
</tr>
<tr>
<td><strong>Experience and Functional Responsibilities</strong></td>
<td>Seven (7) years of experience in technical support relating to one or more of these disciplines. Experience should include working in the technical documentation writing/editing environment; writing/editing technical documentation; procedures and guidelines for requisitioned systems or equipment. Specific experience may include: development of technical manuals for systems, operators, technical manual change pages, and planned maintenance system.</td>
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<tr>
<th>Technical Writer / Editor</th>
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<tbody>
<tr>
<td><strong>Education</strong></td>
<td>Minimum BA degree in English, Journalism, Technical Writing, or like area of study.</td>
</tr>
<tr>
<td><strong>Experience and Functional Responsibilities</strong></td>
<td>Five (5) years of experience in technical support relating to one or more of these disciplines. Experience should include working in the technical documentation writing/editing environment; writing/editing technical documentation; procedures and guidelines for requisitioned systems or equipment. Specific experience may include: development of technical manuals for systems, operators, technical manual change pages, and planned maintenance system.</td>
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</table>
Management Analyst

**Education**
High School Diploma or GED

**Experience and Functional Responsibilities**
Five (5) years experience in technical support relating to one or more of these disciplines. Experience should include word processing, spreadsheet development, documenting management issues, financial analysis, and data collection, report processing, brief preparation, reading milestone schedules, and sending and receiving emails.

Senior Fire Protection Engineer

**Education**
Minimum BS Degree in Fire Protection Engineering or like area of study, Licensed Professional Engineer.

**Experience and Functional Responsibilities**
Five (5) years experience in technical support relating to one or more of these disciplines. Experience should include interpretation of the international and national building code when used in conjunction with the National Fire Codes; building construction; means of egress; fire protection water supplies; fire pumps; automatic fire suppression systems; automatic fire alarm systems; fire protection of facilities and laboratories using chemicals.

Fire Protection Engineer

**Education**
Minimum BS Degree in Fire Protection Engineering or like area of study.

**Experience and Functional Responsibilities**
Four (4) years experience in technical support relating to one or more of these disciplines. Experience should include assisting in supplementing in-house fire protection engineers in conducting design reviews, fire protection submittal reviews, construction in progress inspections, and construction final inspections and acceptance tests for construction and renovation projects.

Junior Fire Protection Engineer

**Education**
Minimum BS Degree in Fire Protection Engineering or like area of study.

**Experience and Functional Responsibilities**
Three (3) years experience in technical support relating to one or more of these disciplines. Experience should include: Reviewing architectural/engineer designs and fire protection shop drawings for multi-use/occupancy buildings; Conduct in progress field inspections and final occupancy walkthroughs; Witness acceptance tests for fire alarm and sprinkler system modifications; Evaluate existing building conditions through life safety and hazard analysis surveys.

**Service Contract Labor Standards:** The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule (MAS) and all services provided. While no specific labor categories have been identified as being subject to SCLS/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 SCLS/SCA eligible labor categories. If and / or when the contractor adds SCLS/SCA labor categories to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS/SCA matrix identifying the GSA labor category titles, the occupational code, SCLS/SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.