



GENERAL SERVICES ADMINISTRATION
Federal Supply Schedule

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 GSAAdvantage!® is GSA Advantage.gov.

Professional Engineering Services (PES)
Federal Supply Class (FSC) Group R425
Federal Supply Class: 871

Contract # GS-23F-0020K

For more information on order from Federal Supply Schedule, click on the FSS Schedules button at <http://www.fss.gsa.gov>.

Contract Period: 27 October 1999 – 26 October 2019

Duns #: 009757360
Business Size: Large

Miltec Corporation
678 Discovery Drive
Huntsville, AL 35806
Phone: (256)428-1301
Fax: (256) 428-1461
www.ducommun.com/miltec

Contract Administrator: Ms. Wendy Cousins (256) 428-1213
wcousins@one.ducommun.com

Reflects Option Year 3 awarded on Mod No. PS-0018, effective October 28, 2014



CUSTOMER INFORMATION

1a. Awarded Special Item Number(s): The SINs listed below are covered by this price list. Primary Engineering Disciplines (PEDs) offered are Electrical Engineering and Mechanical Engineering

SIN 871-1	Strategic Planning For Technology Programs/Activities
SIN 871-2	Concept Development and Requirements Analysis
SIN 871-3	System Design, Engineering and Integration
SIN 871-4	Test and Evaluation
SIN 871-5	Integrated Logistics Support
SIN 871-6	Acquisition and Life Cycle Management

The following SINs are also incorporated to include Recovery Purchasing (for state and local governments to use GSA Schedules for disaster recovery):

SIN 871-1RC	Strategic Planning For Technology Programs/Activities
SIN 871-2 RC	Concept Development and Requirements Analysis
SIN 871-3 RC	System Design, Engineering and Integration
SIN 871-4 RC	Test and Evaluation
SIN 871-5 RC	Integrated Logistics Support
SIN 871-6 RC	Acquisition and Life Cycle Management

1b. Lowest Price Model Number: Not Applicable

1c. Hourly Rates, Commercial Job Title Descriptions, Experience, Functional Responsibility and Education: See Attachment 1, Labor Category Rates and Attachment 2, Labor Category Qualifications.

2. Maximum Order: \$1,000,000

3. Minimum Order: \$100.00

4. Geographic Coverage (delivery area): The geographic scope of this contract is worldwide.

5. Point(s) of Production:

Miltec Corporation
678 Discovery Drive
Huntsville, AL 35806.



6. Discount from List Prices or Statement of Net Price: Prices shown are NET Prices; Basic Discounts have been deducted. .

7. Quantity Discounts: None

8. Prompt Payment Terms: 0% - 30 days from receipt of invoice or date of acceptance, whichever is later.

9a. Notification that Government Purchase Cards are accepted at or below the micro purchased threshold: Miltec Corporation will accept the government purchase credit card for purchases up to the micro-purchase threshold.

9b. Notification whether Government Purchase Cards are accepted or not accepted above the micro-purchase threshold: Miltec Corporation will accept the government purchase credit card for purchases over the micro-purchase threshold.

10. Foreign Items: Not Applicable

11a. Time of Delivery: Per Individual Task Order

11b. Expedited Delivery: Not Applicable

11c. Overnight and Two-Day Delivery: Not Applicable

11d. Urgent Requirements: Not Applicable

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

13a. Order Address: All other under this contract should be placed with Miltec's Contracts Department at the address below:

Miltec Corporation
678 Discovery Drive
Huntsville, AL 35806

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:

Miltec Corporation
678 Discovery Drive
Huntsville, AL 35806



15. **Warranty Provision:** As stipulated by Inspection and Acceptance requirements of individual orders.
16. **Export Packing Charges, if applicable:** Not Applicable
17. **Terms and Conditions of Government Purchase Card Acceptance:** The rates included in this contract do not include credit card processing fees. Processing fees may be waived on a case-by case basis.
18. **Terms and Conditions of Rental, Maintenance, and Repair (if applicable):** Not Applicable
19. **Terms and Conditions of Installation (if applicable):** Not Applicable
20. **Terms and Conditions of repair parts indicated date of parts price lists and any discounts from list prices (if applicable):** Not Applicable
- 20a. **Terms and Conditions for any other services (if applicable):** Not Applicable
21. **List of Service and Distribution Points (if applicable):**

Miltec Corporation
678 Discovery Drive
Huntsville, AL 35806
22. **List of Participation Dealers (if applicable):** Not Applicable
23. **Preventive Maintenance (if applicable):** Not Applicable
24. **Special attributes such as environmental attributes (e.g. Recycled Content, Energy Efficiency, and /or Reduced Pollutants):** Not Applicable
25. **Data Universal Number System (DUNS) Number –** 009757360
26. **Notification regarding registration in System for Award Management (SAM):**
Miltec Corporation is registered in the SAM database.

Attachment 1

Labor Category Contractor Site	10/28/2014 - 10/27/2015		10/28/2015 - 10/27/2016		10/28/2016 - 10/27/2017		10/28/2017 - 10/27/2018		10/28/2018 - 10/27/2019	
	Miltec Facility	Customer Facility								
Junior Contract Administrator	\$75.88	\$70.25	\$77.78	\$72.01	\$79.72	\$73.81	\$81.72	\$75.66	\$83.76	\$77.55
Contract Administrator	\$86.76	\$80.17	\$88.92	\$82.17	\$91.15	\$84.22	\$93.43	\$86.33	\$95.76	\$88.49
Senior Contract Administrator	\$121.19	\$115.97	\$124.22	\$118.87	\$127.32	\$121.84	\$130.50	\$124.89	\$133.77	\$128.01
Defense Research Analyst 1	\$96.79	\$79.06	\$99.21	\$81.03	\$101.69	\$83.06	\$104.23	\$85.14	\$106.84	\$87.27
Defense Research Analyst 2	\$106.05	\$86.61	\$108.70	\$88.78	\$111.42	\$91.00	\$114.20	\$93.27	\$117.06	\$95.60
Defense Research Analyst 3	\$119.47	\$97.57	\$122.46	\$100.01	\$125.52	\$102.51	\$128.66	\$105.07	\$131.88	\$107.70
Defense Research Analyst 4	\$133.67	\$110.93	\$137.01	\$113.70	\$140.44	\$116.54	\$143.95	\$119.45	\$147.55	\$122.44
Defense Research Analyst 5	\$150.63	\$124.91	\$154.40	\$128.03	\$158.26	\$131.23	\$162.21	\$134.51	\$166.27	\$137.88
Senior Systems Analyst	\$141.22	\$123.74	\$144.76	\$126.83	\$148.37	\$130.00	\$152.08	\$133.25	\$155.89	\$136.58
Systems Analyst	\$128.38	\$110.80	\$131.59	\$113.57	\$134.88	\$116.41	\$138.25	\$119.32	\$141.71	\$122.31
Journeyman Systems Analyst	\$101.55	\$88.19	\$104.09	\$90.40	\$106.69	\$92.66	\$109.35	\$94.97	\$112.09	\$97.35
Entry Level Systems Analyst	\$88.70	\$72.65	\$90.92	\$74.47	\$93.19	\$76.33	\$95.52	\$78.24	\$97.91	\$80.19
Senior Principal Investigator	\$189.08	\$155.46	\$193.81	\$159.35	\$198.65	\$163.33	\$203.62	\$167.42	\$208.71	\$171.60
Principal Investigator	\$150.85	\$123.19	\$154.62	\$126.27	\$158.49	\$129.43	\$162.45	\$132.67	\$166.51	\$135.98
Entry Level Technical Specialist	\$57.61	\$47.02	\$59.05	\$48.19	\$60.52	\$49.40	\$62.03	\$50.63	\$63.59	\$51.90
Senior Management/Technical Staff	\$172.53	\$140.87	\$176.84	\$144.39	\$181.26	\$148.00	\$185.79	\$151.70	\$190.44	\$155.49
Management/Technical Staff	\$124.21	\$101.44	\$127.31	\$103.98	\$130.50	\$106.58	\$133.76	\$109.24	\$137.10	\$111.98
Senior Management Analyst	\$140.92	\$131.59	\$144.44	\$134.88	\$148.05	\$138.25	\$151.75	\$141.71	\$155.55	\$145.25
Management Analyst	\$107.38	\$90.98	\$110.06	\$93.25	\$112.82	\$95.58	\$115.64	\$97.97	\$118.53	\$100.42
Junior Management Analyst	\$94.94	\$77.58	\$97.31	\$79.52	\$99.74	\$81.51	\$102.24	\$83.55	\$104.79	\$85.64
Graphic Artist/Tech Illustrator	\$71.75	\$58.61	\$73.54	\$60.07	\$75.38	\$61.58	\$77.27	\$63.12	\$79.20	\$64.69
Senior Program Consultant	\$127.18	\$105.30	\$130.36	\$107.93	\$133.62	\$110.63	\$136.96	\$113.39	\$140.39	\$116.23
Program Consultant	\$104.50	\$86.39	\$107.11	\$88.55	\$109.79	\$90.76	\$112.53	\$93.03	\$115.35	\$95.36
Journeyman Consultant	\$82.47	\$68.14	\$84.53	\$69.85	\$86.65	\$71.59	\$88.81	\$73.38	\$91.03	\$75.22
General Clerk	\$44.88	\$37.23	\$46.01	\$38.16	\$47.16	\$39.11	\$48.34	\$40.09	\$49.54	\$41.09
Administrative Assistant	\$52.81	\$43.83	\$54.13	\$44.92	\$55.48	\$46.05	\$56.87	\$47.20	\$58.29	\$48.38
Administrative Specialist	\$61.54	\$47.86	\$63.08	\$49.05	\$64.66	\$50.28	\$66.27	\$51.54	\$67.93	\$52.83
Co-op/Intern Engineer/Scientist	\$39.69	\$33.95	\$40.68	\$34.80	\$41.70	\$35.67	\$42.74	\$36.56	\$43.81	\$37.47
Documentation Specialist	\$65.04	\$50.56	\$66.66	\$51.83	\$68.33	\$53.12	\$70.04	\$54.45	\$71.79	\$55.81
Engineer/Scientist	\$136.39	\$106.05	\$139.80	\$108.70	\$143.29	\$111.42	\$146.87	\$114.20	\$150.55	\$117.06
Entry Level										
Analyst/Logistician/Programmer/Specialist	\$62.95	\$48.93	\$64.52	\$50.16	\$66.13	\$51.41	\$67.79	\$52.70	\$69.48	\$54.01
Entry Level Engineer/Scientist	\$83.92	\$65.25	\$86.01	\$66.88	\$88.17	\$68.55	\$90.37	\$70.27	\$92.63	\$72.03
Journeyman										
Analyst/Logistician/Programmer/Specialist	\$94.42	\$73.41	\$96.78	\$75.25	\$99.20	\$77.13	\$101.68	\$79.06	\$104.23	\$81.03
Journeyman Engineer/Scientist	\$104.91	\$81.56	\$107.53	\$83.60	\$110.22	\$85.69	\$112.98	\$87.83	\$115.80	\$90.03
Principal Engineer/Scientist	\$188.81	\$146.80	\$193.53	\$150.47	\$198.36	\$154.23	\$203.32	\$158.09	\$208.41	\$162.04
Program Controls Specialist	\$67.32	\$52.35	\$69.01	\$53.66	\$70.73	\$55.00	\$72.50	\$56.37	\$74.31	\$57.78
Program Manager/Deputy Program Manager	\$210.08	\$167.70	\$215.34	\$171.89	\$220.72	\$176.19	\$226.24	\$180.59	\$231.89	\$185.11
Senior										
Analyst/Logistician/Programmer/Specialist	\$125.88	\$97.89	\$129.03	\$100.33	\$132.25	\$102.84	\$135.56	\$105.41	\$138.95	\$108.05
Senior Engineer/Scientist	\$157.36	\$122.36	\$161.29	\$125.42	\$165.32	\$128.56	\$169.46	\$131.77	\$173.69	\$135.07
Senior Graphic Artist/Technical Illustrator	\$94.33	\$73.35	\$96.69	\$75.18	\$99.11	\$77.06	\$101.58	\$78.99	\$104.12	\$80.96
Senior Technical Specialist	\$94.42	\$73.41	\$96.78	\$75.25	\$99.20	\$77.13	\$101.68	\$79.06	\$104.23	\$81.03
Subject Matter Expert	\$314.71	\$244.69	\$322.57	\$250.81	\$330.64	\$257.08	\$338.90	\$263.50	\$347.38	\$270.09
Task Order Manager/Project Leader	\$178.35	\$138.67	\$182.81	\$142.14	\$187.38	\$145.69	\$192.06	\$149.33	\$196.87	\$153.07
Technical Specialist	\$73.44	\$57.10	\$75.28	\$58.53	\$77.16	\$59.99	\$79.09	\$61.49	\$81.07	\$63.03

SCA MATRIX		
SCA Eligible Contract Labor Category	SCA Equivalent Code-Title	WD Number
Graphic Artist/Tech Illustrator	15080 - Graphic Artist	2005-2007
General Clerk	01111 - General Clerk I	2005-2007
Administrative Assistant	01020 - Administrative Assistant	2005-2007
Administrative Specialist	01311 - Secretary I	2005-2007
Documentation Specialist	30462 - Technical Writer II	2005-2007

The SCA is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated SCA labor categories are based on the U.S. Department of Labor Wage Determination Numbers(s) identified in the matrix. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

Attachment 2

Administrative Assistant

Minimum/General Experience

The Administrative Assistant requires at least three years of related experience.

Functional Responsibility

Performs clerical or secretarial assignments and areas of responsibility under minimal supervision such as assembling and analyzing information, preparing reports and correspondence. Assists, collects and arranges management plans, technical documents, and presentation graphics. Arranges travel reservations and/or arrangements and answers telephone calls. Performs data entry functions and verifies data entered through various word processing and spreadsheet applications. This labor category is only used for task order services that go beyond typical overhead services that are done in the normal course of business. Federal agencies will not be charged for services that are considered to be company overhead.

Minimum Education

High School Diploma

Administrative Specialist

Minimum/General Experience

Minimum of five years of experience providing administrative support, similar to that described under functional responsibility, and having knowledge and understanding of administrative concepts, regulations, policies, and business practices.

Functional Responsibility

Responsible for the preparation of correspondence and technical documents in final form. Develops correspondence guidelines and procedures. Reviews office correspondence, staff actions, and reports prepared for management's signature for thoroughness, clarity, completeness, grammatical, and procedural correctness. Maintains a standardized system for filing. Establishes and maintains both centralized and decentralized office files, management and record keeping systems. This labor category is only used for task order services that go beyond typical overhead services that are done in the normal course of business. Federal agencies will not be charged for services that are considered to be company overhead.

Minimum Education

Associate's Degree, or Administrative Support/Secretarial Certificate from a specialized business school.

Contract Administrator

Minimum/General Experience

The Contract Administrator requires at least four (4) years government contract administration experience.

Functional Responsibility

Conducts proposal preparation, contract negotiation and administration of major contracts. Analyzes estimates of service, material, equipment and production costs. Monitors company performance for conformance to original proposal and maintains continual reviews to ensure that all terms and conditions are met and that the contract is in accordance with legal requirements, customer specifications and government regulations. Prepares and disseminates information throughout the company regarding contract status, compliance, modification, deviation, negotiation and termination. Initiates documentation to authorize and direct work in accordance with contractual specifications. Prepares special reports and analyses as required. May provide work leadership for lower tier employees. Excludes those with full supervisory responsibilities.

Minimum Education

Bachelors Degree in Business Administration or related field from an accredited college or university with additional training in contract law

Co-Op/Intern Engineer/Scientist

Minimum/General Experience

The Co-Op/Intern Engineer/Scientist must be enrolled in a recognized engineering or scientific program of study in an Accreditation Board for Engineering and Technology (ABET) accredited college or university and have a 2.5 out of 4.0 grade point average.

Functional Responsibility

The Entry Level Engineer/Scientist must receive daily guidance from senior level managers and/or engineers and work as part of a team to accomplish assigned tasks.

Minimum Education

The Co-Op/Intern Engineer/Scientist must be enrolled in and have completed one (1) year of education in an ABET accredited program of engineering or science study.

Defense Research Analyst I

Minimum/General Experience

The Defense Research Analyst 1 requires two (2) years scientific and technical intelligence analysis experience and knowledge of computer analytical software.

Functional Responsibility

Participates in the identification, analysis and evaluation of defense systems and instrumentation. Performs all-source scientific and technical intelligence analysis to determine characteristics of various systems and functions of instrumentation. Reports changes, trends and implications regarding design and integration of evolving systems and instrumentation. Participates in developing performance specifications for prototype hardware, along with the design, development and fabrication of prototype hardware units. Solves complex information requirements problems via a combination of analytic judgment and proven analytic practices. Prepares briefings and reports on analysis methodology and results.

Minimum Education

Bachelors Degree in a technical field from an accredited college or university

Defense Research Analyst II

Minimum/General Experience

The Defense Research Analyst 2 requires four (4) years scientific and technical intelligence analysis experience and knowledge of computer analytical software.

Functional Responsibility

Participates in the identification, analysis and evaluation of defense systems and instrumentation. Performs all-source scientific and technical intelligence analysis to determine characteristics of various systems and functions of instrumentation. Reports changes, trends and implications regarding design and integration of evolving systems and instrumentation. Participates in developing performance specifications for prototype hardware, along with the design, development and fabrication of prototype hardware units. Solves complex information requirements problems via a combination of analytic judgment and proven analytic practices. Prepares briefings and reports on analysis methodology and results.

Minimum Education

Bachelors Degree in a technical field from an accredited college or university

Defense Research Analyst III

Minimum/General Experience

The Defense Research Analyst 3 requires six (6) years scientific and technical intelligence analysis experience and knowledge of computer analytical software.

Functional Responsibility

Participates in the identification, analysis and evaluation of defense systems and instrumentation. Performs all-source scientific and technical intelligence analysis to determine characteristics of various systems and functions of instrumentation. Reports changes, trends and implications regarding design and integration of evolving systems and instrumentation. Participates in developing performance specifications for prototype hardware, along with the design, development and fabrication of prototype hardware units. Solves complex information requirements problems via a combination of analytic judgment and proven analytic practices. Prepares briefings and reports on analysis methodology and results.

Minimum Education

Bachelors Degree in a technical field from an accredited college or university

Defense Research Analyst IV

Minimum/General Experience

The Defense Research Analyst 4 requires eight (8) years scientific and technical intelligence analysis experience and knowledge of computer analytical software.

Functional Responsibility

Participates in the identification, analysis and evaluation of defense systems and instrumentation. Performs all-source scientific and technical intelligence analysis to determine characteristics of various systems and functions of instrumentation. Reports changes, trends and implications regarding design and integration of evolving systems and instrumentation. Participates in developing performance specifications for prototype hardware, along with the design, development and fabrication of prototype hardware units. Solves complex information requirements problems via a combination of analytic judgment and proven analytic practices. Prepares briefings and reports on analysis methodology and results.

Minimum Education

Bachelors Degree in a technical field from an accredited college or university

Defense Research Analyst V

Minimum/General Experience

The Defense Research Analyst 5 requires ten (10) or more years scientific and technical intelligence analysis experience, including supervision/management experience and a knowledge of computer analytical software.

Functional Responsibility

Participates in the identification, analysis and evaluation of defense systems and instrumentation. Performs all-source scientific and technical intelligence analysis to determine characteristics of various systems and functions of instrumentation. Reports changes, trends and implications regarding design and integration of evolving systems and instrumentation. Participates in developing performance specifications for prototype hardware, along with the design, development and fabrication of prototype hardware units. Solves complex information requirements problems via a combination of analytic judgment and proven analytic practices. Prepares briefings and reports on analysis methodology and results.

Minimum Education

Bachelors Degree in a technical field from an accredited college or university

Documentation Specialist

Minimum/General Experience

Minimum of three years of experience providing documentation support, similar to that described under functional responsibility, and having knowledge and understanding of applicable graphics and writing standards.

Functional Responsibility

The Documentation Specialist consults with technical staff to determine format, content, and organization of technical reports, briefings, and multi-media presentations. Effort entails all aspects of desktop publishing, including graphic art support and verification that reports are clearly written and responsive to customer and company requirements. Coordinates the entire production of assigned documentation.

Minimum Education

Bachelor's degree in an associated discipline and a minimum of three years of related experience

Engineer/Scientist

Minimum/General Experience

This position requires a minimum direct experience in the field of the task order; a BS and 10 years experience in system engineering, design, analysis, performance, or test and evaluation. The Engineer/Scientist is able to work independently, but requires limited technical guidance from a Senior or Principal Engineer/Scientists.

Functional Responsibility

This position requires the experience and ability to perform detailed analytical studies plus the knowledge of practices and principles necessary to design and/or assess advanced systems concepts and specifications.

Minimum Education

The Engineer/Scientist requires at least a BS degree and ten (10) years of general experience in a recognized engineering or scientific discipline from an Accreditation Board for Engineering and Technology (ABET) accredited program of study.

Entry Level Analyst/Logistician/Programmer/Specialist

Minimum/General Experience

Must possess three (3) years of task related experience.

Functional Responsibility

The Entry Level persons receive guidance from senior level managers and/or engineers and work as party of a team to accomplish assigned tasks.

Minimum Education

High School Diploma

Entry Level Engineer/Scientist

Minimum/General Experience

The Entry Level Engineer/Scientist position requires recent graduation (BS) and no minimum experience.

Functional Responsibility

The Entry Level Engineer/Scientists must receive guidance from senior level managers and/or engineers and work as part of a team to accomplish assigned tasks.

Minimum Education

The Entry Level Engineer/Scientist must have at least a BS degree in a recognized engineering or scientific discipline from an Accreditation Board for Engineering and Technology (ABET) accredited program of study.

Entry Level Technical Specialist

Minimum/General Experience

The Entry Level Technical Specialist requires zero (0) years experience.

Functional Responsibility

Provides direct support to the more senior technicians in their key areas of expertise such as research, design, development, testing, manufacturing process improvement or other fields.

Minimum Education

A High School Diploma

Entry Level Systems Analyst

Minimum/General Experience

The Entry Level Systems Analyst requires Zero (0) years applicable experience.

Functional Responsibility

Assists in performing routine analysis and systems design. Gathers information from users for analysis of problem areas and prepares elementary feasibility studies. Assists in preparation of systems specifications. Prepares basic functional process charts describing existing and proposed operations and routine logic flow charts of basic systems. May prepare detailed record layouts from specifications provided by others. May conduct elementary forms design and layout activities.

Minimum Education

Bachelor's degree from an accredited institution required in engineering, science, or other field relevant to the support area in which the individual is performing.

General Clerk

Minimum/General Experience

The General Clerk may require some basic prior relevant experience.

Functional Responsibility

Performs administrative assignments under regular supervision. Follows written and verbal instructions to accomplish assignments of a routine and repetitive nature such as sorting and filing correspondence and other records. Collects information for specified reports formats, provides general office support activities as well as various data entry functions. Maintains files, prepares and sorts mail, proofreading, completing forms and checking for accuracy, answering telephones and simple typing. This labor category is only used for task order services that go beyond typical overhead services that are done in the normal course of business. Federal agencies will not be charged for services that are considered to be company overhead.

Minimum Education

High School Diploma

Graphic Artist/Tech Illustrator

Minimum/General Experience

The Graphic Artist/Tech Illustrator requires six (6) years related graphic design/illustration experience.

Functional Responsibility

Designs and develops complex graphics and illustrations for use in technical materials, manuals and publications. Operates computer hardware and software to prepare, revise, print and store text, illustrations, graphs, charts, etc. May include operation of equipment, such as still and video camera, for the design and production of photos and videotape. Formulates concept and renders illustration and detail from models, sketches, memory, written or verbal instructions, and imagination. Selects type, draws lettering, lays out material, or performs related duties. Determines style, technique, and medium best suited to produce desired effects and conform to reproduction requirements, or follows specific instructions regarding these variables.

Minimum Education

Associates Degree in Graphic Design/Art, or a related field

Journeyman Analyst/Logistician/Programmer/Specialist

Minimum/General Experience

The Journeyman Analyst/Logistician/Programmer/Specialist must have a minimum of three (3) years of task related experience with a Bachelor's degree.

Functional Responsibility

Journeyman persons will have appropriate education and experience to receive guidance from senior level managers and work independently to accomplish assigned tasks.

Minimum Education

The Journeyman persons must have a bachelor's degree in the task related discipline and have a minimum of three (3) years of task related job experience.

Journeyman Consultant

Minimum/General Experience

The Journeyman Program Consultant requires at least 4 years of related experience.

Functional Responsibility

Manages tasks or contracts for a single customer and is responsible for technical, management, and cost performance. Performs work in a variety of operational areas or in a single consulting area. Performs competitive sourcing, outsourcing methodologies, value chain analysis, strategic planning, process improvement methodologies, change enablement and management, site selection, and consolidation of operations. Develops training curriculum tailored to meet the unique needs of a particular customer's requirement.

Minimum Education

Bachelors Degree in Business (Accounting, Finance, Management, MIS), Engineering or other Science related field.

Journeyman Engineer/Scientist

Minimum/General Experience

The Journeyman Engineer/Scientist has a minimum of a BS and 5 years experience in system engineering, design, analysis, performance, or test and evaluation. The Journeyman Engineer/Scientist is able to work independently, but requires frequent technical guidance from more senior level technical staff.

Functional Responsibility

The Journeyman Engineer/Scientist receives guidance from higher level managers/engineer/scientists and works independently to accomplish assigned tasks.

Minimum Education

The Journeyman Engineer/Scientist requires at least a BS degree in a recognized engineering or scientific discipline from an Accreditation Board for Engineering and Technology (ABET) accredited program of study.

Journeyman Systems Analyst

Minimum/General Experience

The Journeyman Systems Analyst requires two (2) years applicable experience which demonstrates a comprehensive knowledge in areas related to the task.

Functional Responsibility

Performs analysis and systems design for a variety of applications. Analyzes procedures and systems to refine their formulation and converts them to programmable formats. Gathers information from users for analysis of problem areas. Participates in or may plan and conduct preliminary studies of potential data processing applications and prepares design proposals to reflect cost, time and alternative actions to satisfy existing and future needs. Develops detailed system specifications for conversion to programming language by staff programmers. Recommends conversion and system implementation plans including user training and orientation.

Minimum Education

Bachelors degree from an accredited institution required in engineering, science, or other field relevant to the support area in which the individual is performing

Junior Contract Administrator

Minimum/General Experience

The Junior Contract Administrator is required to have at least one (1) year government contract administration experience.

Functional Responsibility

The Junior Contract Administrator assists in contract negotiation and administration of contracts. Analyzes estimates of service, material, equipment and production costs. Reviews performance requirements ensuring contract is in accordance with legal requirements and customer specifications. Structures contractual terms to company business strategy. Initiates internal documentation to authorize and direct work in accordance with contractual specifications. Monitors company performance on routine contractual obligations. Originate all company correspondence of contractual significance.

Minimum Education

Bachelors Degree in Business Administration or related field from an accredited college or university

Junior Management Analyst

Minimum/General Experience

The Junior Management Analyst requires four (4) years professional experience in areas directly related to the task area(s).

Functional Responsibility

Responsible for detailed financial and administrative activities such as budgeting, reporting, estimating, analysis, etc. for moderate sized programs, organizations or proposals. Performs cost/schedule variance analysis and provides resulting recommendations. Participates in budget preparation and monitors expenses. Prepares or assists in the preparation of cost-to-completes. Assists in preparing estimates. Interprets and implements customer requirements for moderately complex cost proposals.

Minimum Education

Bachelors degree from an accredited institution required in engineering, science, business administration, industrial management, or other field relevant to the support area in which the individual is performing.

Management Analyst

Minimum/General Experience

The Management Analyst requires six (6) years professional experience in areas directly related to the task area(s).

Functional Responsibility

Responsible for a wide variety of detailed financial and administrative activities for relatively large and/or complex programs, organizations or proposals. Participates in budget preparation and may authorize budget expenditures. Recommends procedures to be used to monitor programs, organizations or proposals. Interprets and implements cost proposal estimating, pricing and documentation requirements. May define parameters for estimating preparation.

Minimum Education

Bachelors degree from an accredited institution required in engineering, science, business administration, industrial management, or other field relevant to the support area in which the individual is performing.

Management/Technical Staff

Minimum/General Experience

The Management/Technical Staff requires six (6) years professional experience in areas directly related to the task area(s).

Functional Responsibility

Responsible for a wide variety of detailed financial and administrative activities for relatively large and/or complex programs, organizations or proposals. Participates in budget preparation and may authorize budget expenditures. Recommends procedures to be used to monitor programs, organizations or proposals. Interprets and implements cost proposal estimating, pricing and documentation requirements. May define parameters for estimating preparation.

Minimum Education

Bachelors degree from an accredited institution required in engineering, science, business administration, industrial management, or other field relevant to the support area in which the individual is performing.

Principal Investigator

Minimum/General Experience

The Principal Investigator requires twenty (20) years experience in general engineering or other field related to the support area in which the individual is performing.

Functional Responsibility

Responsible for advising, assisting, performing technical work, and guiding lower level employees in a broad set of tasks within a technology area. He/She shall provide support as requested to any Program Manager and/or the Task Order customer. May also support and provide guidance to improve management of the Task Order with no specified authority to manage.

Minimum Education

Bachelors degree required from an accredited institution in engineering, science, or other field relevant to the support area in which the individual is performing.

Principal Engineer/Scientist

Minimum/General Experience

This position requires a minimum direct experience in the field of the task order; a BS and fifteen (15) years experience in system engineering, design, analysis, performance, or test and evaluation. The Principal Engineer/Scientist is recognized by his/her peers as an authority in his/her field and is considered a technical mentor in the company.

Functional Responsibility

The engineer/scientist shall be used in those requirements where a high level of expertise is necessary to perform designated tasks. Duties shall be comparable to those of the senior engineer, chemist, physicist, or mathematician, but at an advanced level of skill. The engineer/scientist must possess at least 2 years of managerial and/or supervisory experience sufficient to ensure positive direction of subordinates.

Minimum Education

The Principal Engineer/Scientist requires at least a BS degree and fifteen (15) years of general experience in a recognized engineering or scientific discipline from an Accreditation Board for Engineering and Technology (ABET) accredited program of study.

Program Consultant

Minimum/General Experience

The Program Consultant requires at least 6 years of related experience

Functional Responsibility

Supports tasks for one or multiple customers. May lead a specific task in support of a particular customer. Facilitates working groups and sessions, design schedules, conduct analyses, develop models, write reports, prepare presentations and present results.

Minimum Education

Bachelors Degree in Business (Accounting, Finance, Management, MIS), Engineering or other Science related field.

Program Controls Specialist

Minimum/General Experience

The Program Controls Specialist has a minimum of five (5) years experience in a broad range of project support activities. The experience includes working with financial tracking and reporting processes, including project cost reporting, labor hour accounting, and other resource management details. The experience also includes interaction with management on analysis and presentation of project information. The Program Controls Specialist has strong oral and written communication skills, and works well with management, internal staff, and client personnel.

Functional Responsibility

The Program Controls Specialist has a key role in the preparation and delivery of management plans, reports, project schedules, project deliverables, presentation formats, and other products required for any given project. He/she assists management in establishing and maintaining project control mechanisms, including required reports, spreadsheets, etc., needed for routine, long term project management. The coordinator also provides, as needed, assistance in creating and maintaining project files, and coordinates the dissemination of program controls data and materials between the Program Manager and the Task Order Managers/Project Leads. The Program Controls Specialist works independently under the supervision the Program Manager.

Minimum Education

The Program Controls Specialists requires a Bachelor's degree in business administration, accounting, or other related discipline.

Program Manager/Deputy Program Manager

Minimum/General Experience

The Program Manager/Deputy Program Manager is a senior level manager within the company who has a minimum of fifteen (15) years experience, including ten (10) years of demonstrated management experience or project level systems management.

Functional Responsibility

The Program Manager/Deputy Program Manager shall be knowledgeable of overall organization, direction, and requirements of the contract efforts. Experience in interfacing directly with the government designated representative and supervising various task order activities is also required. This position also requires knowledge of the Federal Acquisition Regulations (FAR), Department of Defense (DoD) regulation, requirements, policies and procedures, cost and schedule estimating, systems disciplines, and engineering specifications.

Minimum Education

The Program Manager/Deputy Program Manager must have a Bachelors or higher degree in business, science, or engineering. The Program Manager/Deputy Program Manager must be knowledgeable of the program acquisition life cycle process as addressed in the DoD 5000 series and reflected in the GSA Professional Engineering Services Subject Item Number (SIN) task categories.

Senior Analyst/Logistician/Programmer/Specialist

Minimum/General Experience

The Senior Analyst/Logistician/Programmer/Specialist must have a minimum of eight (8) years of task related experience with a Bachelor's degree.

Functional Responsibility

The Senior Analyst/Logistician/Programmer/Specialist is responsible for formulation of the opinions, decisions, and execution of the tasks specified in the task order statement of work that are within the corresponding areas of capability and expertise. Staff in this category will lead and support the junior level staff with similar disciplines. This labor category requires experience and the ability to perform detailed and complex analytical studies plus the knowledge of practices and principles necessary to design and/or assess advanced systems concepts, requirements, processes, and procedures.

Minimum Education

This position requires a Bachelor's or higher degree appropriate to the field of expertise as it relates to the task stated in the task order.

Senior Contract Administrator

Minimum/General Experience

The Senior Contract Administrator requires at least six (6) years government contract administration experience.

Functional Responsibility

Leads and conducts proposal preparation, contract negotiation and administration of highly complex major contracts. Monitors company performance for conformance to original proposal. Serves as primary point of contact for customers. Acts as an official company and contracts management representative regarding legal requirements, customer specifications and government regulations. May provide work leadership for lower tier employees. Excludes those with full supervisory responsibilities. Often considered the "Staff" level for this job.

Minimum Education

Bachelors Degree in Business Administration or related field from an accredited college or university with additional training in contract law

Senior Engineer/Scientist

Minimum/General Experience

The Senior Engineer/Scientist has a minimum of a BS and 15 years experience in system engineering, design, analysis, performance, or test and evaluation. The Senior Engineer/Scientists is able to work independently with little or no technical guidance, however, the Senior Engineer/Scientist is not necessarily considered a technical expert in a specialized field.

Functional Responsibility

The senior engineer/scientist shall be used in those requirements where a substantial level of technical ability is necessary to perform designated task(s). This position requires the experience and ability to perform detailed and complex analytical studies plus the knowledge of practices and principles necessary to design and/or assess advanced systems concepts and specifications.

Minimum Education

The Senior Engineer/Scientist requires at least a BS degree in a recognized engineering or scientific discipline from an Accreditation Board for Engineering and Technology (ABET) accredited program of study.

Senior Graphic Artist/Technical Illustrator

Minimum/General Experience

Minimum of 10 years of experience providing artwork and illustrations for technical programs.

Functional Responsibility

The Senior Graphic Artist Technical Illustrator provides the artwork and illustrations for briefings, reports, and multi-media presentations as required in support of the Task Orders. He/she works independently under general guidelines and requests provided by the person responsible for the overall generation of the deliverable.

Minimum Education

Bachelors Degree in an associated discipline and a minimum of 10 years of related experience

Senior Management Analyst

Minimum/General Experience

The Senior Management Analyst requires fifteen (15) years professional experience in areas directly related to the task area(s).

Functional Responsibility

Responsible for a wide variety of detailed financial and administrative activities for large and/or complex programs, organizations or proposals. Anticipates and responds to customer needs and may serve as primary point of contact for customers. Has a thorough understanding of program requirements. Recommends and develops techniques for estimating parameters for proposals. Prepares budgets; may authorize budget expenditures. May provide work leadership for lower level employees.

Minimum Education

Bachelors degree from an accredited institution required in engineering, science, business administration, industrial management, or other field relevant to the support area in which the individual is performing.

Senior Management/Technical Staff

Minimum/General Experience

A Senior Management/Technical Staff requires ten (10) plus year's professional experience in general engineering or field related to the support area in which the individual is performing.

Functional Responsibility

Provide administrative and technical leadership in the completion of multiple contracts, including responsibility for cost, schedule and overall performance. Monitor fulfillment of contract requirements to ensure quality and timeliness of services/ deliverables to various customers. Conduct the investigation and resolution of operational problems in conjunction with other engineering and technical personnel. Conduct employee performance evaluations.

Minimum Education

Bachelors degree from an accredited institution required in which the individual is performing.

Senior Principal Investigator

Minimum/General Experience

The Senior Principal Investigator requires twenty-five (25) years experience in general engineering or other field related to the support area in which the individual is performing.

Functional Responsibility

Responsible for advising, assisting, performing technical work, and guiding lower level employees in a broad set of tasks within a technology area. He/She shall provide support as requested to any Program Manager and/or the Task Order customer. May also support and provide guidance to improve management of the Task Order with a specified authority to manage for short periods as directed and defined by the Program Manager Task Order Customer.

Minimum Education

Bachelors degree required from an accredited institution in engineering, science, or other field relevant to the support area in which the individual is performing.

Senior Program Consultant

Minimum/General Experience

The Senior Program Consultant requires at least 8 years of related experience.

Functional Responsibility

Serves as a senior advisor/analyst to customer's executive management team in a variety of capacities. Provides advice and expertise in competitive sourcing, outsourcing methods, value chain analysis, strategic planning, process improvement methodologies, change enablement and management, site selection, and consolidation of operations. May serve as the project lead for either a contract or task. May serve as the primary customer point of contact for an activity.

Minimum Education

Bachelors Degree in Business (Accounting, Finance, Management, MIS), Engineering or other Science related field.

Senior Systems Analyst

Minimum/General Experience

The Senior Systems Analyst requires eight (8) years experience in general engineering or other field related to the support area in which the individual is performing.

Functional Responsibility

Analyzes and evaluates major system project requirements of considerable complexity requiring a thorough understanding of all parameters affecting and interfacing with the system. Reviews user requirements and provides direction in the identification of problem and potential resolution. Provides analytical support in the conceptualization, development and implementation of complex, multiple, inter-linked systems. Defines system objectives and prepares system design specifications to meet user requirements and satisfy interface problems. Formulates logical statements of user requirements and develops solutions through application of systems, methods, and engineering techniques. Reviews alternate approaches and selects appropriate methodology.

Minimum Education

Bachelors degree from an accredited institution required in engineering, science, or other field relevant to the support area in which the individual is performing.

Senior Technical Specialist

Minimum/General Experience

This position requires ten (10) years relevant experience.

Functional Responsibility

The Senior Technical Specialist provides incidental support to engineering functions and operations. Areas of support include, but are not limited to test set-up and execution, instrumentation, assembly, troubleshooting, and repair. The capabilities can also include dedicated support in some program support functions such as security, safety, facilities, product assurance, and configuration management. The Senior Technical Specialist works under the guidelines of a directing engineer or scientist, but with minimal supervision.

Minimum Education

High School graduate with technical/military school experience in military equipment related disciplines with ten (10) years experience directly related to task order requirements. Individual may be required to possess specialized certifications.

Subject Matter Expert

Minimum/General Experience

The Subject Matter Expert (SME) shall possess at least 20 years of defense or industrial experience in their recognized field of expertise. A person is typically designated as a SME by a consistent and widespread reputation across the community and discipline in which they work and it is indicative of compensation which is well above the norm if solely based on degree or years of experience.

Functional Responsibility

The SME is responsible for advising and assisting in relevant areas of expertise. He/She shall provide support as requested to any member of the senior staff and/or the Task Order customer. The SME can also manage or direct a Task Order if requested/approved by the customer.

Minimum Education

A Subject Matter Expert shall possess at least a Bachelor's degree in a related discipline from an accredited college or university with 20 years of defense or industrial experience in the field of expertise.

Systems Analyst

Minimum/General Experience

The Systems Analyst requires six (6) years of applicable experience which demonstrates a comprehensive knowledge in areas related to the task.

Functional Responsibility

Analyzes and evaluates user requirements by coordinating with the user to define the problem, data availability, report requirements and system design problems. Defines systems objectives and prepares system design specifications to meet user requirements and satisfy interface problems. Analyzes alternate means of deriving input data to select the most accurate, feasible and economical methods. Defines input and output file specifications including file organization. Defines controls, conversion procedures and system implementation plans including user training and orientation.

Minimum Education

Bachelors degree from an accredited institution required in engineering, science, or other field relevant to the support area in which the individual is performing.

Task Order Manager/Project Leader

Minimum/General Experience

This position requires a minimum direct experience in the field of the task order; ten (10) years and a Bachelor's degree. At least half of the minimum required years of experience shall include some level of task or project management.

Functional Responsibility

The Task Order Manager/Project Leader shall assist the Program Manager in working with the Government Contracting Officer (CO), the Contracting Officer's Representative (COR), the Contractor Officer's Technical Representative(s) (COTR(s)), government management personnel and customer agency representatives. Under the guidance of the Program Manager, the Task Order Manager/Project Leader is responsible for the overall budget, scheduling, staffing, management, and execution of the specific delivery order(s).

Minimum Education

A Bachelor's degree in engineering, one of the physical sciences, computer science, operations research, mathematics, or a business curriculum.

Technical Specialist

Minimum/General Experience

This position requires five (5) years relevant experience.

Functional Responsibility

The Technical Specialists provides incidental support to engineering functions and operations. Areas of support include, but are not limited to test set up and execution, instrumentation, assembly, troubleshooting, and repair. The capabilities can also include dedicated support in some program support functions such as security, safety, facilities, product assurance, and configuration management. The Technical Specialist works under the direct supervision of an engineer or scientist, or a Senior Technical Specialist.

Minimum Education

High School graduate with technical/military school experience in military equipment related disciplines with five (5) years experience directly related to requirements.

Substitution Methodology

1) For all labor categories except Engineer/Scientist, Entry Level Engineer/Scientist, Journeyman Engineer/Scientist, Principal Engineer/Scientist, and Senior Engineer/Scientist:

Minimum Education per Labor Category Description	Equivalency
Bachelor's Degree	Associate's Degree + <i>additional 2</i> years of experience OR High School Diploma + <i>additional 4</i> years of experience
Associate's Degree	High School Diploma + <i>additional 2</i> years of experience

2) For the labor categories Engineer/Scientist, Entry Level Engineer/Scientist, Journeyman Engineer/Scientist, Principal Engineer/Scientist, and Senior Engineer/Scientist, a Bachelor's Degree cannot be substituted with an Associate's Degree or High School Diploma regardless of experience.

3) For all labor categories that require a High School Diploma as the minimum education:

- an Associate's Degree is equivalent to 2 years of experience
- a Bachelor's Degree is equivalent to 4 years of experience
- a Master's Degree is equivalent to 6 years of experience
- a PhD is equivalent to 8 years of experience

4) For all labor categories that require an Associate's Degree as the minimum education:

- a Bachelor's Degree is equivalent to 2 years of experience
- a Master's Degree is equivalent to 4 years of experience
- a PhD is equivalent to 6 years of experience

5) For all labor categories that require a Bachelor's Degree as the minimum education:

- a Master's Degree is equivalent to 2 years of experience
- a PhD is equivalent to 4 years of experience