

ManTech

GENERAL SERVICES ADMINISTRATION FEDERAL SUPPLY SERVICE

Authorized Multiple Award Schedule 871 PROFESSIONAL ENGINEERING SERVICES Schedule Pricelist

**Contract Number
GS-23F-0083K**

Contract Period of Performance
January 26, 2000 through January 26, 2010

Pricelist current through Modification PO-0005, dated March 27, 2008

FSC Group 87
FSC Class 871

ManTech SRS Technologies, Inc.

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Large Business

<http://www.mantech.com/>

On-line access to contract ordering information, terms, and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage!, a menu-driven database system. The INTERNET address GSA Advantage! is: <http://www.gsaadvantage.gov>. For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at <http://www.fss.gsa.gov>.

TABLE OF CONTENTS

Section I - Special Item Numbers (SIN) 1
Section II - Customer Information 3
Section III - Labor Rates 9
Section IV - Labor Categories 15

SECTION I - SPECIAL ITEM NUMBERS (SIN)**SIN 871-1 STRATEGIC PLANNING FOR TECHNOLOGY PROGRAMS / ACTIVITIES**

Services offered under this SIN involve the definition and interpretation of high-level organizational engineering performance requirements such as projects, systems, missions, etc., and the objectives and approaches to their achievement. Typical associated tasks include, but are not limited to an analysis of mission, program goals and objectives, requirements analysis, organizational performance assessment, special studies and analysis, training, privatization and outsourcing.

SIN 871-1RC STRATEGIC PLANNING FOR TECHNOLOGY PROGRAMS / ACTIVITIES-RECOVERY PURCHASING**SIN 871-2 CONCEPT DEVELOPMENT AND REQUIREMENTS ANALYSIS**

Services offered under this SIN involve abstract or concept studies and analysis, requirements definition, preliminary planning, the evaluation of alternative technical approaches and associated costs for the development or enhancement of high level general performance specifications of a system, project, mission or activity. Typical associated tasks include, but are not limited to requirements analysis, cost/cost-performance trade-off analysis, feasibility analysis, regulatory compliance support, technology conceptual designs, training, privatization and outsourcing.

SIN 871-2RC CONCEPT DEVELOPMENT AND REQUIREMENTS ANALYSIS-RECOVERY PURCHASING**SIN 871-3 SYSTEM DESIGN, ENGINEERING AND INTEGRATION**

Services offered under this SIN involve the translation of a system (or subsystem, program, project, activity) concept into a preliminary and detailed design (engineering plans and specifications), performing risk identification/analysis/mitigation, traceability, and then integrating the various components to produce a working prototype or model of the system. Typical associated tasks include, but are not limited to computer-aided design, design studies and analysis, high level detailed specification preparation, configuration management and document control, fabrication, assembly and simulation, modeling, training, privatization and outsourcing.

SIN 871-3RC SYSTEM DESIGN, ENGINEERING AND INTEGRATION-RECOVERY PURCHASING**SIN 871-4 TEST AND EVALUATION**

Services offered under this SIN involves the application of various techniques demonstrating that a prototype system (subsystem, program, project or activity) performs in accordance with the objectives outlined in the original design. Typical associated tasks include, but are not limited testing of a prototype and first article(s) testing, environmental testing, independent verification and validation, reverse engineering, simulation and modeling (to test the feasibility of a concept), system safety, quality assurance, physical testing of the product or system, training, privatization and outsourcing.

SIN 871-4RC TEST AND EVALUATION-RECOVERY PURCHASING

SIN 871-5 INTEGRATED LOGISTICS SUPPORT

Services offered under this SIN involves the analysis, planning and detailed design of all engineering specific logistics support including material goods, personnel, and operational maintenance and repair of systems throughout their life cycles. Typical associated tasks include, but are not limited to ergonomic/human performance analysis, feasibility analysis, logistics planning, requirements determination, policy standards/procedures development, long-term reliability and maintainability, training, privatization and outsourcing.

SIN 871-5RC INTEGRATED LOGISTICS SUPPORT-RECOVERY PURCHASING

SIN 871-6: ACQUISITION AND LIFE-CYCLE MANAGEMENT

Services required under this SIN involve all of the planning, budgetary, contract and systems/program management functions required to procure and/or produce, render operational and provide life cycle support (maintenance, repair, supplies, engineering specific logistics) to technology-based systems, activities, subsystems, projects, etc. Typical associated tasks include, but are not limited to operation and maintenance, program/project management, technology transfer/insertion, training, privatization and outsourcing.

SIN 871-6RC: ACQUISITION AND LIFE-CYCLE MANAGEMENT-RECOVERY PURCHASING

SECTION II - CUSTOMER INFORMATION

1a. Scope of Contract

ManTech SRS Technologies, Inc. labor categories and associated qualifications for Professional Engineering services are applicable for all SINs under this contract.

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

This contract shall only be used for the services listed. Inappropriate use of the contract for other than Professional Engineering Services may subject the contractor/agency to penalties provided by statute and regulation.

1b. Lowest Priced Model Number:

All prices are the same low price for each SIN.

1c. Hourly Labor Rates:

See Section III for current period pricing at both Off-Site and ManTech SRS Site locations. Option period pricing will be available upon exercise of option period by GSA. See Section IV for associated labor category descriptions.

2. Maximum Order:

\$750,000. Notwithstanding this limit, agencies may place and ManTech SRS may honor orders exceeding this limit in accordance with FAR 8.404. In accordance with the Maximum Order provisions contained in the Schedule, a delivery order may be placed against the schedule even though it exceeds the maximum order threshold. There is no maximum ceiling for any task order. This maximum order value is the suggested renegotiation point whereby agencies should seek additional concessions if orders exceed this amount. The contractor may 1) offer a new lower price, 2) offer the lowest price available under the contract, or 3) decline the order within five (5) days, with written notice stating the contractor's intent not to ship the item (or items) called for and the reason. Upon receiving this notice, the Government may acquire the supplies or services from another source. For purchase card orders exceeding the maximum order value, ManTech SRS will provide written notice within 24 hours after receipt if we intend to decline the order.

3. Minimum Order:

\$100 unless ManTech SRS agrees to accept a smaller order amount. When the Government requires supplies or services by this contract in an amount less than \$100, the Government is not obligated to purchase, nor is ManTech SRS obligated to furnish those supplies or services under the contract. However, if the Government places such orders,

they shall be deemed accepted by ManTech SRS, unless returned to the ordering office within 5 workdays after receipt by ManTech.

4. Geographic Coverage (Delivery Area):

All government locations within the scope of the contract The geographic scope of this contract is the 48 contiguous states, the District of Columbia, Alaska, Hawaii, the Commonwealth of Puerto Rico and all U.S. Government installations and/or agencies abroad.

5. Points of Production (City, County, and State or Foreign Country):

All items listed herein are domestic end products, from designated countries under the Trade Agreements Act or are U.S. made end products. Services under this Schedule/price list are available at any client location within the geographic scope on a TDY or permanent basis.

6. Discount from List Prices or Statement of Net Price:

Government net prices (discounts already deducted).

7. Quantity Discounts:

ManTech SRS offers a 2% discount on all hourly labor rates for all orders in excess of \$500,000 on SINs 871-1, -2, -3, -4, -5 and -6.

8. Prompt Payment Terms:

Net 30 days.

9a. Notification that Government Purchase Cards are Accepted Below Micro-Purchase Threshold:

Government Commercial Credit Cards will be acceptable for payment. Contractors are required to accept the Government purchase card for payments equal to or less than the micro-purchase threshold for oral or written delivery orders.

9b. Notification Whether Government Purchase Cards are Accepted or Not Accepted Above Micro-Purchase Threshold:

Government purchase cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payment will be shown on the invoice.

10. Foreign Items:

None.

11a. Time of Delivery:

Specified on the Task Order.

11b. Expedited Delivery:

Contact ManTech SRS for inquiry.

11c. Overnight and 2 Day Delivery:

Rates for overnight and 2 day delivery are available upon request.

11d. Urgent Requirements:

Contact ManTech SRS for inquiry.

12. F.O.B. Point:

Destination.

13a. Ordering Address:

ManTech SRS Technologies, Inc.
1800 Quail Street, Suite 101
Newport Beach, CA 92660

13b. Ordering Procedures:

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).

14. Payment Address(es):

ManTech SRS Technologies, Inc.
12015 Lee Jackson Highway
Fairfax, VA 22033

15. Warranty Provision:

Reference Ordering Procedures for Services; standard Commercial Warranty for Products

16. Export Packing Charges:

Not Applicable.

17. Terms and Conditions of Government Purchase Card Acceptance:

Government Commercial Credit Cards will be acceptable for payment. Contractors are required to accept the Government purchase card for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Government purchase cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice. Contact ManTech SRS for inquiry.

18. Terms and Conditions of Rental, Maintenance, and Repair:

Not Applicable.

19. Terms and Conditions of Installation:

Not Applicable.

20. Terms and Conditions of Repair Parts:

Not Applicable.

20a. Terms and Conditions for Any Other Services:

Not Applicable.

21. List of Service and Distribution Points:

Not Applicable.

22. List of Participating Dealers:

Not Applicable.

23. Preventive Maintenance:

Not Applicable.

24a. Environmental Attributes:

ManTech SRS Technologies, Inc. recycles paper, plastic, aluminum and glass. We have no facilities or pollutants other than polyimide, which is carefully controlled within EPA guidance.

24b. Section 508 compliance:

For information on section 508 compliance, contact ManTech SRS. EIT standards can be found at: www.Section508.gov/.

25. DUNS/TIN Numbers:

- a. Data Universal Number System (DUNS) number: 06-618-3039
- b. Taxpayer Identification Number: 952668010

26. Notification Regarding Registration in Central Contractor Registration (CCR) Database:

ManTech SRS is registered in the CCR under Duns Number, 06-618-3039 and CAGE Code, 4L958.

27. Types of Orders.

Both firm fixed-price and time and materials task orders are acceptable under this contract.

28. Security Requirements.

In the event security requirements are necessary, the ordering activities may incorporate in their delivery order(s), a security clause in accordance with current laws, regulations, and individual agency policy; however, the burden of administering the security requirements shall be with the ordering agency. If any costs are incurred as a result of the inclusion of security requirements, such costs will not exceed ten percent (10%) or \$100,000, of the total dollar value of the order, whichever is less.

29. Contract Administration for Ordering Offices.

Any ordering office, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (1) Termination for the Government's convenience, and (m) Termination for Cause (See C.1.).

30. Purchase of Incidental, Non-Schedule Items.

For administrative convenience, open market (non-contract) items may be added to a Federal Supply Schedule Blanket Purchase Agreement (BPA) or an individual order, provided that the items are clearly labeled as such on the order, all applicable regulations have been followed, and the price reasonableness has been determined by the ordering activity for the open market (non-contract) items.

31. Subcontractors.

Subcontractors are to be included on task orders under the schedule price list labor categories and rates when possible. Upon the approval of the ordering agency, subcontractors may be included as off-schedule costs if their services are not suitable under the contract labor categories as listed herein.

32. Travel & Other Direct Costs (ODC)

For travel and ODC's costs, ManTech SRS will follow the Federal Travel Regulations or Joint Travel Regulations, as applicable. As documented within ManTech's disclosure statement for each Business Unit, ManTech SRS will apply applicable indirect rates to travel and/or ODC costs per our disclosure statements.

33. Differentials/Allowances

The rates included herein do not include Cost of Living Allowances or Site Differentials, nor do they include Housing or Relocation Costs. These costs, to include overtime pay and shift differentials shall be negotiated separately on a case-by-case basis with the ordering agencies. Additionally, the rates do not include Hazardous Duty Pay or Sea Duty/Isolated Duty. These costs shall also be negotiated separately on a case-by case- basis with the ordering agencies.

34. Overtime

ManTech SRS observes all overtime pay requirements of the Fair Labor Standards Act of 1938, as amended. Thus all employees who are subject to the law's wage and hour provisions (that is "non-exempt" employees, such as administrative personnel and certain technicians) will receive compensation for approved overtime in accordance with those provisions. In states that have established other overtime standards, applicable legal requirements will be observed.

35. Defense Priorities and Allocations System Requirements

For task orders issued under this schedule, ManTech SRS recognizes the Defense Priorities and Allocations System Requirements regulation, reference DFAR 252.211-15.

36. Liability for Injury or Damage

The Contractor shall not be liable for any injury to Government personnel or damage to Government property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

37. Industrial Funding Fee.

The Industrial Funding Fee is included in the labor rates and the products awarded under this Schedule. The IFF does not apply to off-schedule items such as travel, materials, and other direct costs.

SECTION III - LABOR RATES

Option Period (26 January 2005 through 26 January 2010, per mod PO-0004 dated 14 October 2005), All Special Item Numbers (SINs)

Year 6 – 26 January 2005 through 26 January 2006			
No.	Labor Category	Hourly Rate, ManTech SRS Site*	Hourly Rate, Customer Site*
1.0	Sr. Engineering GM II	\$ 193.32	\$ 146.87
2.0	Sr. Engineering Tech. Dir II	\$ 157.93	\$ 116.87
3.0	Sr. Engineering GM I	\$ 152.35	\$ 115.20
4.0	Program Manager III	\$ 129.10	\$ 102.62
5.0	Sr. Engineering Tech. Dir I	\$ 122.10	\$ 92.32
6.0	Program Director II	\$ 113.77	\$ 86.02
7.0	Program Manager II	\$ 115.63	\$ 85.57
8.0	Program Control Director	\$ 96.35	\$ 72.86
9.0	Program Director I	\$ 92.27	\$ 81.73
10.0	Program Manager I	\$ 97.52	\$ 72.16
11.0	Assist Program Manager	\$ 69.17	\$ 53.60
12.0	Sr. Engineering Specialist	\$ 125.88	\$ 97.55
13.0	Engineering Specialist II	\$ 109.92	\$ 85.18
14.0	Engineering Specialist I	\$ 94.30	\$ 69.78
15.0	Principal Engineer II	\$ 88.91	\$ 70.68
16.0	Principal Engineer I	\$ 81.47	\$ 61.60
17.0	Assoc Engineer	\$ 46.74	\$ 36.23
18.0	CO-OP Engineer	\$ 21.03	\$ 15.90
19.0	Adv Systems Analyst	\$ 102.34	\$ 79.31
20.0	Principal OPS Research Analyst II	\$ 95.06	\$ 75.56
21.0	Principal Systems Analyst	\$ 88.44	\$ 68.54
22.0	Principal OPS Research Analyst I	\$ 65.24	\$ 50.57
23.0	Principal Program Control Analyst II	\$ 81.86	\$ 63.44
24.0	Principal Program Control Analyst I	\$ 67.63	\$ 59.90
25.0	Sr. Program Control Analyst	\$ 49.81	\$ 37.66
26.0	Program Control Analyst	\$ 41.78	\$ 32.39
27.0	SR. Scientist	\$ 133.66	\$ 101.05
28.0	Scientist	\$ 62.29	\$ 48.27
29.0	Assoc Scientist	\$ 46.62	\$ 35.25
30.0	Publications Editor	\$ 51.78	\$ 40.13
31.0	Graphic Illustrator	\$ 31.33	\$ 27.75
32.0	Security/Facilities Mgr	\$ 69.34	\$ 53.74
33.0	Office Administrator	\$ 38.18	\$ 30.34
34.0	Sr. Secretary	\$ 40.05	\$ 31.04
35.0	Sr. Office Assistant	\$ 28.91	\$ 22.40
36.0	Office Assistant	\$ 24.83	\$ 18.78
37.0	Subject Matter Specialist II	\$ 194.26	\$ 194.26
38.0	Subject Matter Specialist I	\$ 152.29	\$ 152.29
39.0	Subject Matter Expert II	\$ 455.25	N/A

* 2% discount on orders above \$500k

Year 7 – 27 January 2006 through 26 January 2007			
No.	Labor Category	Hourly Rate, ManTech SRS Site*	Hourly Rate, Customer Site*
1.0	Sr. Engineering GM II	\$ 198.15	\$ 150.55
2.0	Sr. Engineering Tech. Dir II	\$ 161.88	\$ 119.79
3.0	Sr. Engineering GM I	\$ 156.16	\$ 118.08
4.0	Program Manager III	\$ 132.33	\$ 105.19
5.0	Sr. Engineering Tech. Dir I	\$ 125.16	\$ 94.62
6.0	Program Director II	\$ 116.61	\$ 88.17
7.0	Program Manager II	\$ 118.52	\$ 87.71
8.0	Program Control Director	\$ 98.76	\$ 74.68
9.0	Program Director I	\$ 94.58	\$ 83.77
10.0	Program Manager I	\$ 99.96	\$ 73.97
11.0	Assist Program Manager	\$ 70.90	\$ 54.95
12.0	Sr. Engineering Specialist	\$ 129.03	\$ 99.99
13.0	Engineering Specialist II	\$ 112.67	\$ 87.31
14.0	Engineering Specialist I	\$ 96.65	\$ 71.52
15.0	Principal Engineer II	\$ 91.14	\$ 72.44
16.0	Principal Engineer I	\$ 83.50	\$ 63.14
17.0	Assoc Engineer	\$ 47.91	\$ 37.13
18.0	CO-OP Engineer	\$ 21.56	\$ 16.30
19.0	Adv Systems Analyst	\$ 104.90	\$ 81.29
20.0	Principal OPS Research Analyst II	\$ 97.44	\$ 77.45
21.0	Principal Systems Analyst	\$ 90.65	\$ 70.25
22.0	Principal OPS Research Analyst I	\$ 66.87	\$ 51.83
23.0	Principal Program Control Analyst II	\$ 83.91	\$ 65.03
24.0	Principal Program Control Analyst I	\$ 69.32	\$ 61.40
25.0	Sr. Program Control Analyst	\$ 51.06	\$ 38.61
26.0	Program Control Analyst	\$ 42.82	\$ 33.19
27.0	SR. Scientist	\$ 137.00	\$ 103.58
28.0	Scientist	\$ 63.84	\$ 49.48
29.0	Assoc Scientist	\$ 47.78	\$ 36.14
30.0	Publications Editor	\$ 53.08	\$ 41.13
31.0	Graphic Illustrator	\$ 32.11	\$ 28.44
32.0	Security/Facilities Mgr	\$ 71.07	\$ 55.08
33.0	Office Administrator	\$ 39.13	\$ 31.10
34.0	Sr. Secretary	\$ 41.05	\$ 31.82
35.0	Sr. Office Assistant	\$ 29.63	\$ 22.96
36.0	Office Assistant	\$ 25.45	\$ 19.25
37.0	Subject Matter Specialist II	\$ 199.11	\$ 199.11
38.0	Subject Matter Specialist I	\$ 156.10	\$ 156.10
39.0	Subject Matter Expert II	\$ 466.64	N/A

* 2% discount on orders above \$500k

Year 8 – 27 January 2005 through 26 January 2008			
No.	Labor Category	Hourly Rate, ManTech SRS Site*	Hourly Rate, Customer Site*
1.0	Sr. Engineering GM II	\$ 203.10	\$ 154.31
2.0	Sr. Engineering Tech. Dir II	\$ 165.93	\$ 122.78
3.0	Sr. Engineering GM I	\$ 160.06	\$ 121.03
4.0	Program Manager III	\$ 135.64	\$ 107.82
5.0	Sr. Engineering Tech. Dir I	\$ 128.29	\$ 96.99
6.0	Program Director II	\$ 119.53	\$ 90.38
7.0	Program Manager II	\$ 121.48	\$ 89.90
8.0	Program Control Director	\$ 101.23	\$ 76.54
9.0	Program Director I	\$ 96.95	\$ 85.86
10.0	Program Manager I	\$ 102.46	\$ 75.82
11.0	Assist Program Manager	\$ 72.67	\$ 56.32
12.0	Sr. Engineering Specialist	\$ 132.26	\$ 102.49
13.0	Engineering Specialist II	\$ 115.49	\$ 89.50
14.0	Engineering Specialist I	\$ 99.07	\$ 73.31
15.0	Principal Engineer II	\$ 93.41	\$ 74.26
16.0	Principal Engineer I	\$ 85.59	\$ 64.71
17.0	Assoc Engineer	\$ 49.11	\$ 38.06
18.0	CO-OP Engineer	\$ 22.10	\$ 16.70
19.0	Adv Systems Analyst	\$ 107.52	\$ 83.32
20.0	Principal OPS Research Analyst II	\$ 99.87	\$ 79.38
21.0	Principal Systems Analyst	\$ 92.92	\$ 72.01
22.0	Principal OPS Research Analyst I	\$ 68.54	\$ 53.13
23.0	Principal Program Control Analyst II	\$ 86.01	\$ 66.65
24.0	Principal Program Control Analyst I	\$ 71.05	\$ 62.93
25.0	Sr. Program Control Analyst	\$ 52.34	\$ 39.57
26.0	Program Control Analyst	\$ 43.90	\$ 34.02
27.0	SR. Scientist	\$ 140.42	\$ 106.17
28.0	Scientist	\$ 65.44	\$ 50.72
29.0	Assoc Scientist	\$ 48.98	\$ 37.04
30.0	Publications Editor	\$ 54.40	\$ 42.16
31.0	Graphic Illustrator	\$ 32.91	\$ 29.15
32.0	Security/Facilities Mgr	\$ 72.85	\$ 56.46
33.0	Office Administrator	\$ 40.11	\$ 31.88
34.0	Sr. Secretary	\$ 42.08	\$ 32.62
35.0	Sr. Office Assistant	\$ 30.37	\$ 23.54
36.0	Office Assistant	\$ 26.09	\$ 19.73
37.0	Subject Matter Specialist II	\$ 204.09	\$ 204.09
38.0	Subject Matter Specialist I	\$ 160.00	\$ 160.00
39.0	Subject Matter Expert II	\$ 478.30	N/A

* 2% discount on orders above \$500k

Year 9 – 27 January 2008 through 26 January 2009			
No.	Labor Category	Hourly Rate, ManTech SRS Site*	Hourly Rate, Customer Site*
1.0	Sr. Engineering GM II	\$ 208.18	\$ 158.17
2.0	Sr. Engineering Tech. Dir II	\$ 170.08	\$ 125.85
3.0	Sr. Engineering GM I	\$ 164.07	\$ 124.06
4.0	Program Manager III	\$ 139.03	\$ 110.51
5.0	Sr. Engineering Tech. Dir I	\$ 131.49	\$ 99.41
6.0	Program Director II	\$ 122.51	\$ 92.64
7.0	Program Manager II	\$ 124.52	\$ 92.15
8.0	Program Control Director	\$ 103.76	\$ 78.46
9.0	Program Director I	\$ 99.37	\$ 88.01
10.0	Program Manager I	\$ 105.02	\$ 77.71
11.0	Assist Program Manager	\$ 74.49	\$ 57.73
12.0	Sr. Engineering Specialist	\$ 135.56	\$ 105.05
13.0	Engineering Specialist II	\$ 118.37	\$ 91.73
14.0	Engineering Specialist I	\$ 101.55	\$ 75.14
15.0	Principal Engineer II	\$ 95.75	\$ 76.11
16.0	Principal Engineer I	\$ 87.73	\$ 66.33
17.0	Assoc Engineer	\$ 50.34	\$ 39.01
18.0	CO-OP Engineer	\$ 22.65	\$ 17.12
19.0	Adv Systems Analyst	\$ 110.21	\$ 85.41
20.0	Principal OPS Research Analyst II	\$ 102.37	\$ 81.37
21.0	Principal Systems Analyst	\$ 95.24	\$ 73.81
22.0	Principal OPS Research Analyst I	\$ 70.26	\$ 54.46
23.0	Principal Program Control Analyst II	\$ 88.16	\$ 68.32
24.0	Principal Program Control Analyst I	\$ 72.83	\$ 64.51
25.0	Sr. Program Control Analyst	\$ 53.64	\$ 40.56
26.0	Program Control Analyst	\$ 44.99	\$ 34.88
27.0	SR. Scientist	\$ 143.93	\$ 108.82
28.0	Scientist	\$ 67.08	\$ 51.99
29.0	Assoc Scientist	\$ 50.20	\$ 37.97
30.0	Publications Editor	\$ 55.76	\$ 43.21
31.0	Graphic Illustrator	\$ 33.74	\$ 29.88
32.0	Security/Facilities Mgr	\$ 74.67	\$ 57.87
33.0	Office Administrator	\$ 41.11	\$ 32.68
34.0	Sr. Secretary	\$ 43.13	\$ 33.43
35.0	Sr. Office Assistant	\$ 31.13	\$ 24.13
36.0	Office Assistant	\$ 26.74	\$ 20.22
37.0	Subject Matter Specialist II	\$ 209.19	\$ 209.19
38.0	Subject Matter Specialist I	\$ 164.00	\$ 164.00
39.0	Subject Matter Expert II	\$ 490.26	N/A

* 2% discount on orders above \$500k

Year 10 – 27 January 2009 through 26 January 2010			
No.	Labor Category	Hourly Rate, ManTech SRS Site*	Hourly Rate, Customer Site*
1.0	Sr. Engineering GM II	\$ 213.38	\$ 162.12
2.0	Sr. Engineering Tech. Dir II	\$ 174.33	\$ 129.00
3.0	Sr. Engineering GM I	\$ 168.17	\$ 127.16
4.0	Program Manager III	\$ 142.50	\$ 113.28
5.0	Sr. Engineering Tech. Dir I	\$ 134.78	\$ 101.90
6.0	Program Director II	\$ 125.58	\$ 94.95
7.0	Program Manager II	\$ 127.63	\$ 94.45
8.0	Program Control Director	\$ 106.35	\$ 80.42
9.0	Program Director I	\$ 101.85	\$ 90.21
10.0	Program Manager I	\$ 107.65	\$ 79.66
11.0	Assist Program Manager	\$ 76.35	\$ 59.17
12.0	Sr. Engineering Specialist	\$ 138.95	\$ 107.68
13.0	Engineering Specialist II	\$ 121.33	\$ 94.03
14.0	Engineering Specialist I	\$ 104.08	\$ 77.02
15.0	Principal Engineer II	\$ 98.14	\$ 78.01
16.0	Principal Engineer I	\$ 89.92	\$ 67.99
17.0	Assoc Engineer	\$ 51.60	\$ 39.99
18.0	CO-OP Engineer	\$ 23.21	\$ 17.55
19.0	Adv Systems Analyst	\$ 112.96	\$ 87.54
20.0	Principal OPS Research Analyst II	\$ 104.93	\$ 83.40
21.0	Principal Systems Analyst	\$ 97.62	\$ 75.66
22.0	Principal OPS Research Analyst I	\$ 72.01	\$ 55.82
23.0	Principal Program Control Analyst II	\$ 90.36	\$ 70.03
24.0	Principal Program Control Analyst I	\$ 74.65	\$ 66.12
25.0	Sr. Program Control Analyst	\$ 54.98	\$ 41.57
26.0	Program Control Analyst	\$ 46.12	\$ 35.75
27.0	SR. Scientist	\$ 147.53	\$ 111.54
28.0	Scientist	\$ 68.75	\$ 53.29
29.0	Assoc Scientist	\$ 51.46	\$ 38.91
30.0	Publications Editor	\$ 57.16	\$ 44.29
31.0	Graphic Illustrator	\$ 34.58	\$ 30.63
32.0	Security/Facilities Mgr	\$ 76.53	\$ 59.32
33.0	Office Administrator	\$ 42.14	\$ 33.49
34.0	Sr. Secretary	\$ 44.21	\$ 34.27
35.0	Sr. Office Assistant	\$ 31.91	\$ 24.73
36.0	Office Assistant	\$ 27.41	\$ 20.73
37.0	Subject Matter Specialist II	\$ 214.42	\$ 214.42
38.0	Subject Matter Specialist I	\$ 168.10	\$ 168.10
39.0	Subject Matter Expert II	\$ 502.52	N/A

* 2% discount on orders above \$500k

**SECTION IV - LABOR CATEGORIES
DESCRIPTIONS AND QUALIFICATIONS**

1.0 SENIOR ENGINEERING GENERAL MANAGER II

Minimum General Experience: Extensive and progressively responsible business and systems management experience.

Functional Responsibilities: Directs, manages and controls \$3.0M or larger division business operations; establishes, monitors and oversees the attainment of division goals and objectives; through division vice president, directors and managers, reviews and evaluates personnel, facilities and equipment management and security activities; establishes and maintains relationships with clients and contractors in new business development, contract administration, analysis and management; oversees and initiates marketing and strategic planning programs; directs division's capital, human resources and technical resources; develops, oversees and evaluates senior management and technical staff; may participate in corporate-wide decision-making, business management and strategy development.

Minimum Education: Must have a Master's degree with 14 years experience, a Bachelor's degree and 20 years experience or a high school diploma or GED and 22 years experience.

2.0 SENIOR ENGINEERING TECHNICAL DIRECTOR II

Minimum General Experience: Extensive and progressively responsible business development, sales and marketing, and research and development experience.

Functional Responsibilities: Organizes, manages and evaluates \$1.0M or larger division programs, contracts and business operations, including sales, marketing, engineering, budgeting and general administration activities; develops sales, profitability and booking objectives; selects and evaluates management and technical personnel; directs total contract and overhead budgets; prepares and analyzes major program evaluation reports; analyzes feasibility of new engineering requirements given cost standards, government regulations and contract requirements; negotiates contractor and sub-contractor business agreements; initiates relationships with clients, contractors and subcontractors; creates marketing and sales plans and strategies; attends and makes presentations at major program meetings and technical reviews.

Minimum Education: Must have a Master's degree with 14 years experience, a Bachelor's degree and 20 years experience or a high school diploma or GED and 22 years experience.

3.0 SENIOR ENGINEERING GENERAL MANAGER I

Minimum General Experience: Extensive and progressively responsible business and systems management experience.

Functional Responsibilities: Directs, manages and controls smaller than \$3.0M division business operations; establishes, monitors and oversees the attainment of division goals and objectives; through division vice president, directors and managers, reviews and evaluates personnel, facilities and equipment management and security activities; establishes and maintains relationships with clients and contractors in new business development, contract administration, analysis and management; oversees and initiates marketing and strategic planning programs; directs division's capital, human resources and technical resources; develops, oversees and evaluates senior management and technical staff; may participate in corporate-wide decision-making, business management and strategy development.

Minimum Education: Must have a Master's degree with 12 years experience, a Bachelor's degree and 16 years experience or a high school diploma or GED and 18 years experience.

4.0 PROGRAM MANAGER III

Minimum General Experience: Broad and progressively responsible experience in systems development and acquisition, program management, line management and contracts administration.

Functional Responsibilities: Assists Senior Engineering General Manager II in developing division goals, marketing strategies and overall business planning; directs, prepares and oversees program development proposals in response to customer requests and internal recommendations; develops, plans, organizes, coordinates and allocates staffing resources to contracted task plans and sub-task plans given contract work statements and written or verbal customer directions and other contract commitments; selects, directs, supervises, trains, monitors and evaluates program personnel and work performance of project managers and task leaders; provides technical oversight as needed; directs business planning efforts for engineering programs; initiates and markets company programs and services to intergovernmental representatives; researches and analyzes performance data and prepares company and program progress reports; organizes, conducts and attends progress meetings, briefings, performance reviews with customer representatives and project team members; monitors changes in defense strategies and systems acquisition policies and procedures.

Minimum Education: Must have a Master's degree with 10 years experience, a Bachelor's degree and 14 years experience or a high school diploma or GED and 16 years experience.

5.0 SENIOR ENGINEERING TECHNICAL DIRECTOR I

Minimum General Experience: Extensive and progressively responsible business development, sales and marketing, and research and development experience.

Functional Responsibilities: Organizes, manages and evaluates smaller than \$1.0M division programs, contracts and business operations, including sales, marketing, engineering, budgeting and general administration activities; develops sales, profitability and booking objectives; selects and evaluates management and technical personnel; directs total contract and overhead budgets; prepares and analyzes major program evaluation reports; analyzes feasibility of new engineering requirements given cost standards, government regulations and contract requirements; negotiates contractor and sub-contractor business agreements; initiates relationships with clients, contractors and subcontractors; creates marketing and sales plans and strategies; attends and makes presentations at major program meetings and technical reviews.

Minimum Education: Must have a Master's degree with 12 years experience, a Bachelor's degree and 14 years experience or a high school diploma or GED and 16 years experience.

6.0 PROGRAM DIRECTOR II

Minimum General Experience: Broad and progressively responsible experience in systems development and acquisition, program management, line management and contracts administration.

Functional Responsibilities: Researches and analyzes \$0.5M or larger operational, testing and evaluation requirements for current and long-range defense programs; assesses

operational missions and program goals; prepares correspondence and briefs customer representatives, staff and consultants concerning program developments, customer feedback, scheduling and progress updates; administers execution of testing and engineering tasks; tracks and measures costs and performance levels; reviews customer product support efforts on behalf of staff; plans, schedules and administers assigned personnel, procurement and contracts administration activities for assigned division programs; manages the selection, training, supervision and evaluation of employees for assigned contracts; participates in new business development and long range planning; plans and allocates project level work activities to staff, consultants and subcontractors; monitors performance reports and progress updates.

Minimum Education: Must have a Bachelor's degree and 12 years experience or a high school diploma or GED and 14 years experience.

7.0 PROGRAM MANAGER II

Minimum General Experience: Broad and progressively responsible experience in systems development and acquisition, program management, line management and contracts administration.

Functional Responsibilities: Assists Senior Engineering General Manager I in developing division goals, marketing strategies and overall business planning; directs, prepares and oversees program development proposals in response to customer requests and internal recommendations; develops, plans, organizes, coordinates and allocates staffing resources to contracted task plans and sub-task plans given contract work statements and written or verbal customer directions and other contract commitments; selects, directs, supervises, trains, monitors and evaluates program personnel and work performance of project managers and task leaders; provides technical oversight as needed; directs business planning efforts for engineering programs; initiates and markets company programs and services to intergovernmental representatives; researches and analyzes performance data and prepares company and program progress reports; organizes, conducts and attends progress meetings, briefings, performance reviews with customer representatives and project team members; monitors changes in defense strategies and systems acquisition policies and procedures.

Minimum Education: Must have a Bachelor's degree and 12 years experience or a high school diploma or GED and 10 years experience.

8.0 PROGRAM CONTROL DIRECTOR

Minimum General Experience: Extensive and progressively responsible experience involving governmental contracting, program procurement, planning, administration, budgeting, logistics, costing, systems evaluation, networking and configuration and data management.

Functional Responsibilities: Assists Senior Engineering General Manager I in planning, organizing, administering, controlling and evaluating divisional program control activities; advises senior management, professional staff, contractors, sub-contractors and customer representatives concerning program management design, concepts and requirements; plans, oversees and approves personnel and resource allocations; develops, negotiates and evaluates cost proposals and contract development efforts; oversees, updates and approves subcontract funding and cost summaries; analyzes, negotiates and resolves problems concerning work scope, delivery, costing and level of commitment; reviews, evaluates and approves work plans, work statements, cost summaries and task management plans; leads and conducts interim progress reviews work coordination meetings and teleconferences with senior management,

customer representatives, contractors and subcontractors; prepares, monitors and approves meeting summaries, progress reports and program updates; develops, coordinates and presents new business development proposals.

Minimum Education: Must have a Bachelor's degree and 8 years experience, or a high school diploma or GED and 10 years experience.

9.0 PROGRAM DIRECTOR I

Minimum General Experience: Broad and progressively responsible experience in systems development and acquisition, program management, line management and contracts administration.

Functional Responsibilities: Researches and analyzes smaller than \$0.5M operational, testing and evaluation requirements for current and long-range defense programs; assesses operational missions and program goals; prepares correspondence and briefs customer representatives, staff and consultants concerning program developments, customer feedback, scheduling and progress updates; administers execution of testing and engineering tasks; tracks and measures costs and performance levels; reviews customer product support efforts on behalf of staff; plans, schedules and administers assigned personnel, procurement and contracts administration activities for assigned division programs; manages the selection, training, supervision and evaluation of employees for assigned contracts; participates in new business development and long range planning; plans and allocates project level work activities to staff, consultants and sub-contractors; monitors performance reports and progress updates.

Minimum Education: Must have a Bachelor's degree and 8 years experience, or a high school diploma or GED and 10 years experience.

10.0 PROGRAM MANAGER I

Minimum General Experience: Broad and progressively responsible experience in systems development and acquisition, program management, line management and contracts administration.

Functional Responsibilities: Assists Senior Engineering General Manager I in developing division goals, marketing strategies and overall business planning; directs, prepares and oversees program development proposals in response to customer requests and internal recommendations; develops, plans, organizes, coordinates and allocates staffing resources to contracted task plans and sub-task plans given contract work statements and written or verbal customer directions and other contract commitments; selects, directs, supervises, trains, monitors and evaluates program personnel and work performance of project managers and task leaders; provides technical oversight as needed; directs business planning efforts for engineering programs; initiates and markets company programs and services to intergovernmental representatives; researches and analyzes performance data and prepares company and program progress reports; organizes, conducts and attends progress meetings, briefings, performance reviews with customer representatives and project team members; monitors changes in defense strategies and systems acquisition policies and procedures.

Minimum Education: Must have a Bachelor's degree and 8 years experience, or a high school diploma or GED and 10 years experience.

11.0 ASSISTANT PROGRAM MANAGER

Minimum General Experience: Specialized experience in areas such as research and product development, systems acquisition, project supervision and contracts administration.

Functional Responsibilities: Analyzes operational, testing and evaluation requirements for assigned defense programs and sub-programs including performance goals and objectives; briefs customer representatives, staff and consultants concerning program or sub-program developments; customer feedback, project scheduling and progress updates; administers execution of testing and engineering tasks; tracks and measures costs and performance levels; organizes, schedules and administers assigned personnel, procurement and contracts administration activities for assigned division programs; administers and evaluates budgetary and scheduling commitments; organizes and allocates project level work activities to staff, consultants and sub-contractors; monitors performance reports and progress updates.

Minimum Education: Must have a Bachelor's degree and 4 years experience, or a high school diploma or GED and 6 years experience.

12.0 SENIOR ENGINEERING SPECIALIST

Minimum General Experience: Must possess 8 years experience in the appropriate specialty area.

Functional Responsibilities: Be technically competent in at least four of the following technical disciplines: information and communications systems, systems engineering, system design, system test and evaluation, software engineering and development, information security, network analysis, engineering, modeling and simulations, operational analysis, or vulnerability and systems effectiveness.

Minimum Education: Must have a Doctorate degree with 8 years experience, a Master's degree with 10 years experience, or a Bachelor's degree and 14 years experience.

13.0 ENGINEERING SPECIALIST II

Minimum General Experience: Must possess 6 years experience in the appropriate specialty area.

Functional Responsibilities: Be technically competent in at least three of the following technical disciplines: information and communications systems, systems engineering, system design, system test and evaluation, software engineering and development, information security, network analysis, engineering, modeling and simulations, operational analysis, or vulnerability and systems effectiveness.

Minimum Education: Must have a Master's degree with 8 years experience, or a Bachelor's degree and 10 years experience.

14.0 ENGINEERING SPECIALIST I

Minimum General Experience: Must possess 6 years experience in the appropriate specialty area.

Functional Responsibilities: Be technically competent in at least two of the following technical disciplines: information and communications systems, systems engineering, system design,

system test and evaluation, software engineering and development, information security, network analysis, engineering, modeling and simulations, operational analysis, or vulnerability and systems effectiveness.

Minimum Education: Must have a Bachelor's degree and 6 years or an Associate's degree and 8 years experience in the appropriate specialty area.

15.0 PRINCIPAL ENGINEER II

Minimum General Experience: Must possess 6 years experience in the appropriate specialty area.

Functional Responsibilities: Be technically competent in at least two of the following technical disciplines: information and communications systems, systems engineering, system design, system test and evaluation, software engineering and development, information security, network analysis, safety engineering, engineering, modeling and simulations, operational analysis, or vulnerability and systems effectiveness. Duties can include review of system specifications and the impact of operational requirements and assessing modeling and simulation results supporting the evaluation process.

Minimum Education: Must have a Master's degree and 6 years experience or a Bachelor's degree and 8 years experience.

16.0 PRINCIPAL ENGINEER I

Minimum General Experience: Must possess 6 years experience in the appropriate specialty area.

Functional Responsibilities: Be technically competent in at least two of the following technical disciplines: information and communications systems, systems engineering, system design, system test and evaluation, software engineering and development, information security, network analysis, safety engineering, engineering, modeling and simulations, operational analysis, or vulnerability and systems effectiveness. Duties can include review of system specifications and the impact of operational requirements and assessing modeling and simulation results supporting the evaluation process.

Minimum Education: Must have a Master's degree and 4 years experience or a Bachelor's degree and 6 years experience.

17.0 ASSOCIATE ENGINEER

Minimum General Experience: Some professional engineering and program analysis work experience.

Functional Responsibilities: Supports analysis and implementation of hardware and software systems requirements or researches, summarizes and evaluates engineering data and prepares engineering and test reports for customer review. Interacts with customer representatives concerning the status of assigned tasks; administers and coordinates tasks for assigned project work activities; arranges periodic management meetings for staff and customer representatives; compiles materials for customer briefings and proposal presentations; may evaluate proposal pricing, prepare funding packages and participate in marketing activities; may assign tasks to other professional and technical staff as part of a work team; may estimate manpower needs and scheduling requirements for assigned activities.

Minimum Education: Must have a Bachelor's degree and 2 years experience, or a high school diploma or GED and 4 years experience.

18.0 CO-OP ENGINEER

Minimum General Experience: None required

Functional Responsibilities: Supports analysis and implementation of hardware and software systems requirements or compiles engineering data from tests, specifications, and drawings. Operates computer systems to perform basic computations using specified formulas and spreadsheets; plots data and draws simple curves and graphs; prepares charts, diagrams and graphs as supporting data; maintains files, computerized records and filing systems; operates office equipment including computer equipment, FAX and copiers; assembles and binds materials for client briefings, technical reports and proposals; delivers and picks up materials.

Minimum Education: Must have a high school diploma or GED.

19.0 ADVANCED SYSTEMS ANALYST

Minimum General Experience: This position requires a minimum of eight years of general experience of which five must be specialized.

Functional Responsibilities: Provides planning, analysis, troubleshooting, integration, acquisition support, installation support, operations, maintenance, and supports training for computer systems and centers. Systems analysis support for the enhancement of new or existing systems and networks. This position also includes identifying and resolving problems encountered by users of systems and the analysis and implementation of enhancements. Performs systems-wide analysis with respect to software development, hardware development, and reliability, maintainability and availability. Also requires computer system design implementation and integration knowledge. Analyze military intelligence systems driven by warfighter requirements. Assist in fusing and tailoring intelligence essential to battlespace dominance. Implementation and application of advance technologies to support battlespace dominance. Conducts original, complex and highly advanced operations mission projects; evaluates the feasibility and strategic significance of broad programmatic concepts and specialized customer requirements; originates articles and summary reports concerning the progress and completion of specialized research programs; conceives methodology and overall approach to broadly defined and highly specialized projects.

Minimum Education: Must have a Bachelor's degree and 10 years experience, or an Associate's degree and 12 years experience.

20.0 PRINCIPAL OPERATIONS RESEARCH ANALYST II

Minimum General Experience: Substantial experience in specialized professional research analysis, quantitative analysis, policy analysis, strategic and national defense analysis work.

Functional Responsibilities: Prepares research design as basis for project planning; organizes and recommends personnel assignments for particular projects; develops and revises supporting work plans; prepares task order management plans; reviews, edits and improves draft research designs; proposes research strategic and innovative approaches to technical problems; drafts statements of work for the customer; leads and advises team members and customer representatives concerning research design, concepts and requirements; leads, and advises team members and customer representatives concerning research design, concepts

and requirements; leads, plans, organizes schedules and evaluates completed tasks of projects teams; arranges and participates in work coordination meetings and telephone conferences with customer representatives and contract personnel concerning project activities; drafts meetings summaries, position papers, progress reports and related correspondence for internal and customer approval; prepares charts and graphic materials for briefings, reports and presentations; applies quantitative analysis software packages to integrate data for design solutions; prepares and compiles manpower and direct budget estimates for assigned work activities; may conceptualize models and their proposed uses and desired outcomes; may train staff in use of complex computational software packages and hardware systems; attends symposiums and conferences for the exchange of technical data; identifies new business development opportunities; may write and outline technical or management section of proposals.

Minimum Education: Must have a Master's degree and 6 years experience, a Bachelor's degree and 8 years experience, or a high school diploma or GED and 10 years experience.

21.0 PRINCIPAL SYSTEMS ANALYST

Minimum General Experience: This position requires a minimum of eight years of general experience of which five must be specialized.

Functional Responsibilities: Provides planning, analysis, troubleshooting, integration, acquisition support, installation support, operations, maintenance, and supports training for computer systems and centers. Systems analysis support for the enhancement of new or existing systems and networks. This position also includes identifying and resolving problems encountered by users of systems and the analysis and implementation of enhancements. Supports systems-wide analysis with respect to software development, hardware development, and reliability, maintainability and availability. Also requires computer system design implementation and integration knowledge. Analyze military intelligence systems driven by warfighter requirements. Assist in fusing and tailoring intelligence essential to battlespace dominance. Implementation and application of advance technologies to support battlespace dominance. Alternately, develops and implements project and work plan and provides technical direction to work team; organizes and recommends personnel assignments for particular projects; reviews and edits draft research designs to facilitate increased functionality in meeting customer requirements; assists in developing and recommending the adoption of strategic and innovative approaches to technical problems; considers a range of analytical factors.

Minimum Education: Must have a Bachelor's degree and 6 years experience, or a high school diploma or GED and 8 years experience.

22.0 PRINCIPAL OPERATIONS RESEARCH ANALYST I

Minimum General Experience: Considerable experience in specialized professional research analysis, quantitative analysis, policy analysis, strategic and national defense analysis work.

Functional Responsibilities: Prepares research design as basis for project planning; organizes and recommends personnel assignments for particular projects; develops and revises supporting work plans; prepares task order management plans; reviews, edits and improves draft research designs; proposes research strategic and innovative approaches to technical problems; drafts statements of work for the customer; leads and advises team members and customer representatives concerning research design, concepts and requirements; leads, and advises team members and customer representatives concerning research design, concepts

and requirements; leads, plans, organizes schedules and evaluates completed tasks of projects teams; arranges and participates in work coordination meetings and telephone conferences with customer representatives and contract personnel concerning project activities; drafts meetings summaries, position papers, progress reports and related correspondence for internal and customer approval; prepares charts and graphic materials for briefings, reports and presentations; applies quantitative analysis software packages to integrate data for design solutions; prepares and compiles manpower and direct budget estimates for assigned work activities; may conceptualize models and their proposed uses and desired outcomes; may train staff in use of complex computational software packages and hardware systems; attends symposiums and conferences for the exchange of technical data; identifies new business development opportunities; may write and outline technical or management section of proposals.

Minimum Education: Must have a Master's degree and 4 years experience, a Bachelor's degree and 6 years experience, or a high school diploma or GED and 8 years experience.

23.0 PRINCIPAL PROGRAM CONTROL ANALYST II

Minimum General Experience: Thorough and progressively responsible experience involving program procurement, planning, administration, budgeting, costing, and contractual reporting requirements.

Functional Responsibilities: Leads and advises computer personnel, engineers, contractors and customer representatives as to the design and evaluation of program control information systems and reports; organizes and recommends resource allocations; designs and assists in the preparation of contract proposals; evaluates work plans, work statements and task management plans; organizes, schedules and evaluates completed tasks of engineering project teams; leads and conducts interim progress reviews and work coordination meetings and teleconferences with customer representatives and contractors; leads the preparation and evaluation of contract development proposals; drafts meeting summaries, progress reports and program updates; identifies and coordinates the development of new business development proposals.

Minimum Education: Must have a Bachelor's degree and 6 years experience, or a high school diploma or GED and 8 years experience.

24.0 PRINCIPAL PROGRAM CONTROL ANALYST I

Minimum General Experience: Thorough and progressively responsible experience involving program procurement, planning, administration, budgeting, costing, and contractual reporting requirements.

Functional Responsibilities: Leads and advises computer personnel, engineers, contractors and customer representatives as to the design and evaluation of program control information systems and reports; organizes and recommends resource allocations; designs and assists in the preparation of contract proposals; evaluates work plans, work statements and task management plans; organizes, schedules and evaluates completed tasks of engineering project teams; leads and conducts interim progress reviews and work coordination meetings and teleconferences with customer representatives and contractors; leads the preparation and evaluation of contract development proposals; drafts meeting summaries, progress reports and program updates; identifies and coordinates the development of new business development proposals.

Minimum Education: Must have a Bachelor's degree and 5 years experience, or a high school diploma or GED and 7 years experience.

25.0 SENIOR PROGRAM CONTROL ANALYST

Minimum General Experience: Specialized experience involving program procurement, planning, administration, budgeting, cost and performance analyses.

Functional Responsibilities: Analyzes and reviews project objectives, deliverables, scheduling, costs, staffing and technical resource commitments with customer representatives, program managers, contractors and internal project teams; plans, coordinates and develops program support documentation to meet contractual requirements performance standards and work requirements; compiles, tracks and reviews program summaries, cost analyses, progress updates, staffing and labor hour allocations with program staff, sub-contractors, management representatives and auditors; and material control and release systems, leads program planning and procurement studies and proposals; reviews and integrates technical support data; analyzes and recommends potential suppliers for teaming arrangements; organizes, performs and coordinates program support tasks, develops and presents program status briefings to clients and contractors including post-action reports; leads complex program planning and procurement analyses.

Minimum Education: Must have a Bachelor's degree and 2 years experience, or a high school diploma or GED and 4 years experience.

26.0 PROGRAM CONTROL ANALYST

Minimum General Experience: Considerable experience involving program management, cost analysis and related administrative work.

Functional Responsibilities: Analyzes and interprets program administrative requirements, cost performance reports, program completion reports, and related contractual documentation; coordinates data collection and analysis with contractors and subcontractors; evaluates task completion and program scheduling with Task Leader and customer representatives; reviews and analyzes plans, program documentation, governmental planning and material control requirements and release systems; participates in program status reports; establishes, maintains and updates program, cost, and data management files; attends progress update and staff meetings.

Minimum Education: Must have an Associate's degree and 2 years experience, or a certificate in a related field and 3 years experience.

27.0 SENIOR SCIENTIST

Minimum General Experience: Considerable experience in physical, mathematical or scientific analysis, including considerable experience in computer modeling using advanced level software programming.

Functional Responsibilities: Develops, modifies and applies computer modeling and programming applications to analyze and solve mathematical, physical and scientific problems affecting system and program performance; develops and applies complex computations using computer software; prepares, tests and edits program documentation and operating instructions for system users; confers with users to identify issues and formulate and implement necessary changes; assigns less difficult tasks to professional and technical staff as part of a work team;

estimates manpower needs and scheduling requirements for assignments; may interact with customer representatives concerning project scheduling as well as operational or technical problems.

Minimum Education: Must have a Bachelor's degree and 8 years experience, or an Associate's degree and 10 years experience.

28.0 SCIENTIST

Minimum General Experience: Considerable professional experience in physical and mathematical analysis, computer programming, and/or engineering applications.

Functional Responsibilities: Researches, analyzes, and computes mathematical, physical and scientific data for integration into engineering reports and program summaries; performs extended mathematical computations; develops and applies formulas using computer software; develops computer-simulated models in calculating and testing performance assumptions; may assign task to other professional and technical staff as part of a work team; may estimate manpower needs and scheduling requirements for assigned activities; may interact with customer representatives concerning the status of assigned tasks and work activities associated with a given program.

Minimum Education: Must have a Bachelor's degree and 2 years experience, or a high school diploma or GED and 4 years experience.

29.0 ASSOCIATE SCIENTIST

Minimum General Experience: None required although some applied scientific experience as a student intern or co-op student is desirable.

Functional Responsibilities: Compiles, studies and summarizes mathematical, physical and scientific data from testing and evaluation reports; prepares findings for supervisory reviews; performs basic mathematical computations and applies computerized formulas to test and verify results; compiles materials for summary reports and presentations; may interact with customer representatives and contractors in requesting and submitting data.

Minimum Education: Must have an Associate's degree and 2 years experience, or a high school diploma or GED and 4 years experience.

30.0 PUBLICATIONS EDITOR

Minimum General Experience: Considerable experience in writing and editing reports, proposals and publications is required.

Functional Responsibilities: Coordinates, prepares, proofreads and edits publications including proposals, reports, letters, articles, newsletters, brochures and marketing materials; analyzes materials for proper format, sentence structure, grammar, logic, continuity, ease of reading, and writing style; works with professional, management and sponsoring personnel to determine communications needs, requirements and suggested changes; monitors status of documents from rough draft to final copy; maintains and updates resource library; supervises graphics and publications support staff; may initiate, plan and coordinate company public relations and social activities; may order office supplies and maintain computer equipment and peripheral devices.

Minimum Education: Must have a Bachelor's degree and 2 years experience, or a high school diploma or GED and 4 years experience.

31.0 GRAPHIC ILLUSTRATOR

Minimum General Experience: Some experience or formal training in technical illustration work is desirable.

Functional Responsibilities: Operates computer graphics software programs to prepare and modify the basic format and type settings for graphs, charts, drawings, documents, block diagrams and schematics; proofs work for visual appearance, completeness and accuracy; performs art paste-up work; duplicates finished masters and files finished documents; may draft rough sketches and perform free-hand illustration work.

Minimum Education: Must have an Associate's degree and 2 years experience, or a certificate in a related field and 3 years experience.

32.0 SECURITY/FACILITIES MANAGER

Minimum General Experience: Specialized experience in industrial security and facilities administration, including experience in a supervisory capacity.

Functional Responsibilities: Manages the division's defense industrial security program including the establishment, revision and implementation of security policies and procedures governing the protection of classified governmental documents; promotes security awareness by employees and ensures compliance with security standards and regulations; oversees document control, personnel and physical security and visitor control; acts as Contractor Special Security Officer in overseeing internal and governmental inspections; functions as Division Security Custodian and System Security Officer in overseeing the maintenance and destruction of classified records; prepares divisional briefings and presentations on security regulations and standards and assists divisions with enforcement and implementations; supervises, coordinates and evaluates the work activities of assigned staff; may administer division purchasing, equipment leasing and maintenance, inventory control and space planning, acquisition and intra-division transfers; may maintain telephone and communications systems.

Minimum Education: Must have a Bachelor's degree and 4 years experience, or a high school diploma or GED and 6 years experience.

33.0 OFFICE ADMINISTRATOR

Minimum General Experience: Thorough experience in office administration and secretarial work, preferably involving the management of financial, contractual and personnel records.

Functional Responsibilities: Updates, logs and distributes weekly status reports for managerial and task leader review; formats, types, edits, reproduces and distributes documents; verifies and reconciles purchase orders, imprest and travel orders, cost reports, profit and work order sheets prior to submission to Corporate Office; administers facility overhead budgets and petty cash fund; maintains resume files, performance evaluations and personnel records; processes time cards, insurance forms and payroll records; briefs employees as to personnel, security and benefit policies; trains, assigns, coordinates, supervises and evaluates the work of office support staff; drafts, types and distributes correspondence for office personnel including activity reports, project and variance reviews, proposals, graphic displays and working group materials; administers office security establishes and maintains archive and office files;

receives, screens and routes calls to appropriate SRS personnel; schedules conferences; purchases and maintains office supplies and equipment inventory.

Minimum Education: Must have a Bachelor's degree and 2 years experience, or a high school diploma or GED and 4 years experience.

34.0 SENIOR SECRETARY

Minimum General Experience: Considerable administrative support, secretarial and clerical work experience and/or training.

Functional Responsibilities: Compiles, types and edits periodic reports, letters, memos, proposals, manuals and cost estimates from copy or rough draft; integrates text and graphics to format cohesive presentations; uses word processing application programs to produce reports, briefings and graphical enhancements; prepares spreadsheets, reviews material prepared for supervisor's approval for typographical accuracy, grammar, spelling, punctuation, composition and format; prepares special reports, summaries or replies to inquiries, using relevant data from other reports, documents, and correspondence including time allocations and budget estimates; sorts, files and indexes a full range of technical and non-technical material including personnel and resource files.

Minimum Education: Must have an Associate's degree and 2 years experience, or a high school diploma or GED and 4 years experience.

35.0 SENIOR OFFICE ASSISTANT

Minimum General Experience: Some clerical work and public contact is required.

Functional Responsibilities: Type from copy or rough draft; uses word processing programs to produce text and uncomplicated graphics; types envelopes, mailing labels and forms as needed; enters data into established and simple spreadsheets; reviews material prepared for supervisor's approval for mathematical accuracy and proper spelling; operates office machinery such as FAX machine, copier, calculator, telephone system, typewriter and word processor; runs errands as needed, may maintain departmental security practices and procedures; sorts and files non-technical material that is partly classified or which is easily classified by simple subheadings or finer subheadings; as requested, locates clearly identified materials in files and forwards material; receives telephone calls and takes messages; greets, screens and refers visitors; prepares routine and non-technical draft correspondence in supervisor's name; schedules and confirms with supervisor tentative appointments with given prior clearance; may arrange conferences and meetings; assembles, collates and photocopies meeting materials as directed; may attend meetings and record the proceedings; arranges business travel for staff members from completed travel request form; maintains departmental records such as timecards, office supplies and correspondence log, reviews accuracy of accounting records and invoices; prepares activity reports; perform basic arithmetical computations to verify accuracy of timecards, simple spreadsheet, and purchase requisitions; orders supplies for supervisor and staff members as needed.

Minimum Education: Must have a high school diploma or GED and 2 years experience.

36.0 OFFICE ASSISTANT

Minimum General Experience: None required although some public contact, PBX or clerical experience is desirable.

Functional Responsibilities: Answers incoming telephone calls; transfers callers and takes messages; greets, screens and refers visitors to appropriate personnel; types routine letters and memos; sorts and delivers incoming mail and documents including registered mail, certified mail and checks; weighs, packages and applies postage to outgoing mail; orders supplies for stockroom and kitchen; contacts courier services to make special deliveries; processes invoices and sorts and files various records; makes calls to request maintenance and other services; may make travel arrangements as required.

Minimum Education: Must have a high school diploma or GED and 1 year of experience.

37.0 SUBJECT MATTER SPECIALIST II

Minimum General Experience: Extreme knowledge in specialized scientific and engineering technical functions. Individuals are experts in their engineering and/or systems related fields and disciplines.

Functional Responsibilities: These persons perform analytical work in the support of systems or organizations. This can include: data management, business management/program control, cost variance analysis, business process reengineering, survivability and vulnerability analysis, networking, telecommunications, video conferencing, cost and operational effectiveness analysis, modeling, simulation and gaming, and high level and specialized computer network support. Functional technical specialists typical duties include analysis, planning, establishment of requirements, functional modeling, development of procedures.

Minimum Education: Must have a Master's degree with 14 years experience, a Bachelor's degree and 20 years experience or a high school diploma or GED and 22 years experience.

38.0 SUBJECT MATTER SPECIALIST I

Minimum General Experience: Extreme knowledge in specialized scientific and engineering technical functions. Individuals are experts in their engineering and/or systems related fields and disciplines.

Functional Responsibilities: These persons perform analytical work in the support of systems or organizations. This can include: data management, business management/program control, cost variance analysis, business process reengineering, survivability and vulnerability analysis, networking, telecommunications, video conferencing, cost and operational effectiveness analysis, modeling, simulation and gaming, and high level and specialized computer network support. Functional technical specialists typical duties include analysis, planning, establishment of requirements, functional modeling, development of procedures.

Minimum Education: Must have a Master's degree with 10 years experience, a Bachelor's degree and 16 years experience or a high school diploma or GED and 18 years experience.

39.0 SUBJECT MATTER EXPERT II

Description: Minimum General Experience: Extreme knowledge in specialized scientific and engineering technical functions. Individuals are renowned experts in their disciplines / customer environment.

Functional Responsibilities: These persons perform technical assessments and evaluations based on engineering analysis and review of systems and organizations. This can include: identify technology issues, perform as a member of a technology panel, identify desirable

enhancements, data management, business management/program control, cost variance analysis, business process reengineering, survivability and vulnerability analysis, networking, telecommunications, video conferencing, cost and operational effectiveness analysis, modeling, simulation and gaming, and high level and specialized computer network support.

Minimum Education: Must have a Master's degree with 16 years experience, a Bachelor's degree and 20 years experience.