

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

*On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA-Advantage!<sup>TM</sup>, a menu-driven database system. The Internet address for GSA-Advantage!<sup>TM</sup> is: <http://www.gsaadvantage.gov>*

**Professional Engineering Services**

**FSC Group: 871**

**Contract No.: GS-23F-0106L**

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

**Contract Period: January 30, 2006 – January 28, 2011**



**McQ Inc.  
1551 Forbes Street  
Fredericksburg, VA 22405  
Telephone: (540) 373-2374  
Fax: (540) 371-1358  
<http://www.mcqinc.com>**

**Business Size/Status: Small**

**Prices shown herein are NET (discount deducted).**

**Pricelist current through modification #FX55 dated May 21, 2008**



**Contract Holder**

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## GENERAL CONTRACT INFORMATION

1a. Table of Awarded Special Item Numbers (SINs):  
(Please refer to page #4 for a more detailed description)

- 871-1 / 871-1RC Strategic Planning for Technology Programs
- 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

1b. Lowest Priced Model Number and Lowest Price: Please refer to our rates beginning on page #22

1c. Labor Category Descriptions: Please refer to page #11

2. Maximum Order: \$750,000 (For awarded SINs)

3. Minimum Order: \$100.00

4. Geographic Coverage: Domestic Only

5. Point (s) of Production: Fredericksburg, VA

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

7. Quantity Discounts: Not Applicable

8. Prompt Payment Terms: None

9a. Government Purchase Card *is* accepted at or below the micro – purchase threshold.

9b. Government Purchase Card *is* accepted above the micro – purchase threshold.

10. Foreign Items: None

11a. Time of Delivery: To Be Negotiated with Ordering Agency

11b. Expedited Delivery: To Be Negotiated with Ordering Agency

11c. Overnight and 2-Day Delivery: To Be Negotiated with Ordering Agency

11d. Urgent Requirement: To Be Negotiated with Ordering Agency

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

13a. Ordering Address:  
McQ Inc.  
Attn: Keith Armstrong/GSA Orders  
1551 Forbes Street  
Fredericksburg, VA 22405

13b. For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment Address:  
McQ Inc.  
Attn: Accounts Receivable  
1551 Forbes Street  
Fredericksburg, VA 22405

15. Warranty Provision:	Standard Commercial Warranty
16. Export Packing Charges:	Determined by individual task order.
17. Terms & Conditions of Government Purchase Card Acceptance:	None
18. Terms and conditions of rental, maintenance, and repair:	Not Applicable
19. Terms and conditions of installation (if applicable):	Not Applicable
20. Terms and conditions of repair parts indicating date of parts, price lists and any discounts from list prices:	Not Applicable
20a. Terms and conditions for any other services (if applicable):	Not Applicable
21. List of service and distribution points (if applicable):	Not Applicable
22. List of participating dealers (if applicable):	Not Applicable
23. Preventative maintenance (if applicable)	Not Applicable
24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants.):	Not Applicable
24b. Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: <a href="http://www.Section508.gov/">www.Section508.gov/</a> :	Contact Contract Administrator for more information.
25. Data Universal Number System (DUNS) Number:	198180937
26. McQ Inc. <i>is</i> registered in the Central Contractor Registration (CCR) database.	
27. Uncompensated Overtime:	McQ Inc. <i>does not</i> practice uncompensated overtime

## **CONTRACT OVERVIEW**

GSA awarded McQ Inc. a GSA Federal Supply Schedule contract for Professional Engineering Services (PES), Contract No.GS-23F-0106L. The current contract period is Option Period 1, January 30, 2006 – January 28, 2011. GSA may exercise a total of up to two additional 5 year option periods. The contract allows for the placement of Firm Fixed Price or Time and Materials task orders using the labor categories and ceiling rates defined in the contract.

## **CONTRACT ADMINISTRATOR**

Keith Armstrong  
McQ Inc.  
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Fredericksburg, VA 22405  
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Fax Number: (540)371-1358  
Email: [karmstrong@mcqinc.com](mailto:karmstrong@mcqinc.com)

## **MARKETING POINT OF CONTACT**

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## **TECHNICAL POINT OF CONTACT**

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Email: [bjones@mcqinc.com](mailto:bjones@mcqinc.com)

## **CONTRACT USE**

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

## **CONTRACT SCOPE**

The contractor shall provide all resources including personnel, management, supplies, services, materials, equipment, facilities and transportation necessary to provide a wide range of professional services as specified in each task order.

Services specified in a task order may be performed at the contractor's facilities or the ordering agencies' facilities. The government will determine the contractor's compensation by any of several different methods (to be specified at the task order level) e.g., a firm-fixed price for services with or without incentives, labor hours or time-and-material.

The Special Item Numbers (SINs) available under this contract provide services across the full life cycle of a project. When task orders are placed, they must identify the SIN or SINs under which the task is being executed. McQ Inc. has been awarded a contract by GSA to provide services under the following SINs:

- 871-1 / 871-1RC Strategic Planning for Technology Programs
- 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

## **SPECIAL ITEM NUMBER (SIN) DESCRIPTIONS**

### **871-1 / 871-1RC Strategic Planning For Technology Programs/Activities**

Services required 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.

**Example:** The evaluation and preliminary definition of new and/or improved performance goals for navigation satellites – such as launch procedures and costs, multi-user capability, useful service life, accuracy and resistance to natural and man made electronic interference.

Inappropriate use of this SIN is providing professional engineering services not specifically related to strategic planning for technology programs/activities and it's associated disciplines.

### **871-2 / 871-2RC Concept Development And Requirements Analysis**

Services required 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.

**Example:** The development and analysis of the total mission profile and life cycle of the improved satellite including examination of performance and cost tradeoffs.

Inappropriate use of this SIN is providing professional engineering services not specifically related to concept development and requirements analysis and it's associated disciplines.

### **871-3 / 871-3RC System Design, Engineering And Integration**

Services required 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, trace ability, 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.

**Example:** The navigation satellite concept produced in the preceding stage will be converted to a detailed engineering design package, performance will be computer simulated and a working model will be built for testing and design verification.

Inappropriate use of this SIN is providing professional engineering services not specifically related to concept development and requirements analysis and its associated disciplines.

### **871-4 / 871-4RC Test and Evaluation**

Services required under this SIN involve 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.

**Example:** The navigation satellite-working model will be subjected to a series of tests which may simulate and ultimately duplicate its operational environment.

Inappropriate use of this SIN is providing professional engineering services not specifically related to testing and evaluating and its associated disciplines.

### **PRIMARY ENGINEERING DISCIPLINES (PEDS): CHEMICAL, ELECTRICAL & MECHANICAL ENGINEERING**

- **Chemical Engineering:**

Planning, development, evaluation and operation of chemical, biochemical or physical plants and processes. Changes in composition, energy content, state of aggregation of materials, forces that act on matter, and relationships are examined and new and conventional chemical materials, products and processes. It includes, but is not limited to, planning, evaluating chemical plants and petroleum refineries, pollution control systems, biochemical processes, plastics, pharmaceuticals, fibers; analysis of chemical reactions that take place in mixtures; determination of methodologies for the systematic design, control and analysis of processes, evaluating economics, safety, etc.

Within the chemical PED, there are several specialties within the scope of this work; a partial listing follows:

- |                   |                                     |   |
|-------------------|-------------------------------------|---|
| ✓ Refining        | ✓ Petrochemicals                    | ✓ Food                                  |
| ✓ Pharmaceuticals | ✓ Textiles                          | ✓ Pulp and Paper                        |
| ✓ Ceramics        | ✓ Electronic Components & Chemicals | ✓ Biotechnology<br>✓ Safety engineering |

- **Civil Engineering:**

It includes, but is not limited to, planning, evaluation, operations, production, furnishing, construction, alteration, repair, processing or assembling of vessels, aircraft, or other kinds of personal property, including heating, ventilation and air-conditioning for such vessels and/or aircraft. Within the civil PED, there are several specialties within the scope of this work; a partial listing follows:

- |                |   |                            |
|----------------|---|----------------------------|
| ✓ Geotechnical | ✓ Surveying<br><b>NOTE:</b> Surveying as it relates to real property is <b>not</b> appropriate nor is it solicited under this schedule. | ✓ Construction Management* |
|----------------|---|----------------------------|

- 
- \* If the agency determines the work is substantially or to a dominant extent architectural or engineering services as defined by the [Brooks Architect-Engineers Act, FAR 36](#) procedures must be used. Conversely, if the agency determines that a construction contractor should perform the services, this schedule may be used to procure construction management services under SIN 871-6.

- **Electrical Engineering:**

Planning, design, development, evaluation and operation of electrical principles, models and processes. It includes, but is not limited to, the design, fabrication, measurement and operation of electrical devices, equipment and systems (e.g., signal processing; telecommunication; sensors, microwave, and image processing; micro-fabrication; energy systems and control; micro- and nano-electronics; plasma processing; laser and photonics; satellites, missiles and guidance systems, space vehicles, fiber optics, robotics, etc.).

Within the electrical engineering PED, there are several specialties within the scope of this work; a partial listing follows:

- |  |  |  |
|--|--|--|
| ✓ Aerospace and Electronic Systems                       | ✓ Antennas and Propagation                           | ✓ Broadcast Technology                               |
| ✓ Circuits and Systems                                   | ✓ Communications                                     | ✓ Components Packaging, and Manufacturing Technology |
| ✓ Computer*  | ✓ Consumer Electronics                               | ✓ Control Systems                                    |
| ✓ Dielectrics and Electrical Insulation                  | ✓ Education  | ✓ Electromagnetic Compatibility                      |
| ✓ Remote Sensing   | ✓ Engineering Management                             | ✓ Industry Applications                              |
| ✓ Information Theory                                     | ✓ Industrial Electronics                             | ✓ Instrumentation and Measurement                    |
| ✓ Lasers & Electro-Optics                                | ✓ Intelligent Transportation Systems                 | ✓ Microwave Theory and Techniques                    |
| ✓ Nuclear and Plasma Sciences                            | ✓ Magnetics  | ✓ Oceanic Engineering                                |
| ✓ Power Electronics                                      | ✓ Neural Networks Council                            | ✓ Professional Communication                         |
| ✓ Reliability  | ✓ Robotics & Automation                              |  |
| ✓ Solid-State Circuits                                   | ✓ Systems, Man, and Cybernetics                      |  |
| ✓ Vehicular Technology                                   | ✓ Ultrasonics, Ferroelectrics, and Frequency Control |  |
| ✓ Signal Processing on Social Implications of Technology |  |  |

- **Mechanical Engineering:**

Planning, development, evaluation and control of systems and components involving the production and transfer of energy and with the conversion of one form of energy to another. It includes, but is not limited to, planning and evaluation of power plants, analysis of the economical combustion of fuels, conversion of heat energy into mechanical energy, use of mechanical energy to perform useful work, analysis of structures and motion in mechanical systems, and conversion of raw materials into a final product, etc. (e.g., thermodynamics, mechanics, fluid mechanics, jets, rocket engines, internal combustion engines, steam and gas turbines, continuum mechanics, dynamic systems, dynamics fluid mechanics, heat transfer, manufacturing, materials, solid mechanics, reactors, etc.).

Within the mechanical PED, there are several specialties within the scope of this work. A partial listing follows:

- ✓ ASME K16-Heat Transfer
- ✓ Applied Mechanics
- ✓ Dynamic Systems and Control
- ✓ Fluids Power Systems and Technology Systems
- ✓ Materials
- ✓ Management
- ✓ Nuclear Engineering
- ✓ Offshore Mechanics and Arctic Engineering
- ✓ Power
- ✓ Rail Transportation
- ✓ Technology and Society
- ✓ Advanced Energy Systems
- ✓ Bioengineering
- ✓ Electrical and Electronic Packaging
- ✓ Fuels and Combustion Technologies
- ✓ Manufacturing Engineering \*
- ✓ Internal Combustion Engineering
- ✓ Materials Handling Engineering\*
- ✓ Textile Engineering
- ✓ Non-Destructive Evaluation Engineering
- ✓ Pressure Vessels and Piping
- ✓ Safety Engineering and Risk Analysis
- ✓ Aerospace Engineering
- ✓ Tribology
- ✓ Fluids Engineering
- ✓ Heat Transfer
- ✓ International Gas Turbine
- ✓ Microchannel flow and heat transfer
- ✓ Noise Control and Acoustics
- ✓ Design/Specification-associated personal property
- ✓ Ocean Engineering
- ✓ Process Industries
- ✓ Solar Energy

## **INSTRUCTIONS FOR PLACING ORDERS FOR SERVICES BASED ON GSA SCHEDULE HOURLY RATES**

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

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

### **Step 1. Develop a Statement of Work (SOW)**

In the SOW, include the following information:

- Work to be performed,
- Location of work,
- Period of performance;
- Deliverable schedule, and
- Special standards and any special requirements, where applicable.

### **Step 2. Select Contractor and Place Order**

- If the order is at or below the micro-purchase threshold, select the contractor best suited for your needs and place the order.
- If the order is exceeding but less than the maximum order threshold (MOT), prepare an RFQ;
- If the order is in excess of the MOT, prepare an RFQ. Consider expansion of competition and seek price reductions.

### **Step 3. Prepare a Request for Quote (RFQ)**

- Include the SOW and evaluation criteria;
- Request fixed price, ceiling price, or, if not possible, labor hour or time and materials order;
- If preferred, request a performance plan from contractors and information on past experience; and include information on the basis for selection.
- May be posted on GSA's electronic RFQ system, e-Buy

### **Step 4. Provide RFQ to at least Three Firms**

### **Step 5. Evaluate Offers, Select Best Value Firm, and Place Order**

## REQUIREMENTS EXCEEDING THE MAXIMUM ORDER

In accordance with FAR 8.404, before placing an order that exceeds the maximum order threshold, ordering offices shall:

- Review additional schedule contractors' catalogs/price lists or use the "GSA Advantage!" on-line shopping service;
- Based upon the initial evaluation, generally seek price reductions from the schedule contractor(s) appearing to provide the best value (considering price and other factors); and
- After price reductions have been sought, place the order with the schedule contractor that provides the best value and results in the lowest overall cost alternative (see FAR 8.404(a)). If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

Vendors may:

Offer a new lower price for this requirement (the Price Reduction clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations.)

- Offer the lowest price available under the contract; or
- Decline the order (orders must be returned in accordance with FAR 52.216-19).

A task order that exceeds the maximum order may be placed with the Contractor selected in accordance with FAR 8.404. The order will be placed under the contract.

Sales for orders that exceed the Maximum Order shall be reported in accordance with GSAR 552.238-74.

## BLANKET PURCHASE AGREEMENT

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

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

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

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

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

Ordering from BPAs:

Single BPA. If the ordering activity establishes one BPA, authorized users may place the order directly under the established BPA when the need for the supply or service arises.

Multiple BPAs. If the ordering activity establishes multiple BPAs, before placing an order exceeding the micro-purchase threshold, the ordering activity shall:

- Forward the requirement, or statement of work and the evaluation criteria, to an appropriate number of BPA holders, as established in the BPA ordering procedures; and
- Evaluate the responses received, make a best value determination (see 8.404(d)), and place the order with the BPA holder that represents the best value.

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

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

Review of BPAs:

The ordering activity that established the BPA shall review it at least once a year to determine whether:

- The schedule contract, upon which the BPA was established, is still in effect;
- The BPA still represents the best value (see 8.404(d)); and
- Estimated quantities/amounts have been exceeded and additional price reductions can be obtained.

The ordering activity shall document the results of its review.

## LABOR CATEGORY DESCRIPTIONS

SIN(s): 871-1 / 871-1RC, 871-2 / 871-2RC, 871-3 / 871-3RC & 871-4 / 871-4RC

### ADMINISTRATIVE ASSISTANT

**Summary Description:** The incumbent provides principal administrative support in an office, usually to one principal individual, but may also include support to the staff of the individual. He works fairly independently, receiving a minimum of supervision. He performs varied clerical and administrative duties requiring knowledge of office routine and an understanding of the office organization, programs, and procedures. He may supervise other administrative staff members.

**Duties:** He handles differing situations, problems, and deviation in the work of the office according to the supervisor's general instruction, priorities, duties, policies, and program goals. General duties include or are comparable to the following: Screens telephone calls, visitors, and incoming correspondence, personally responds to requests for information concerning office procedures; determines which requests should be handled by the supervisor, appropriate staff members, or other offices. Schedules tentative appointments without prior clearance. Makes arrangements for conferences and meetings and assembles established background materials as directed. May attend meetings, record and report on the proceedings. Reviews outgoing materials and correspondence for internal consistency and conformance with supervisor's policy procedures; assures that proper clearances have been obtained, when needed. Collects information from the files or staff for routine inquiries on office program(s) or periodic reports. Refers non-routine request to supervisor or staff. Coordinates personnel and administrative forms for the office and forwards for processing. Responsible for other duties as assigned.

**Education/Experience:** Bachelors degree, preferably in Business Administration and five years office experience; or Associates degree, preferably in Business Administration and seven years office experience; or High School diploma or equivalent, specialized training, and eight years office experience.

### ANALYST I

**Summary Description:** Position requires the ability to perform independent analysis and application of more complex procedures. The incumbent requires experience gained in an entry level professional position and assigned tasks are primarily intellectual and varied in nature.

**Duties:** He performs a variety of analytical tasks that are planned to provide experience and familiarization with the analytical staff, methods, practices, and programs of the company. The work includes a variety of qualitative and quantitative analyses, which provide the vehicles to gain additional knowledge through personal observation and discussion. He works closely with more senior analysts and often requires direct interface with clients. He is responsible for other duties as assigned.

**Education/Experience:** BS/BA in an analytical field or AS/AA in an analytical field and four years of relevant experience or six years specialized experience. Practical experience in DOD applications is desirable.

## ANALYST II

**Summary Description:** The incumbent performs analytical task assignments requiring application of general and specialized methods and techniques. The position requires work experience obtained in a professional position, or appropriate graduate level education. Assignments may include some work that is typical of a higher level.

**Duties:** He/she carries out a wide variety of specialized methods, tests, and procedures. He/she is expected to detect problems in using procedures because of the condition of the sample, difficulties with the equipment, etc. He recommends modifications of procedures, such as extending or curtailing the analysis or using alternate procedures, based on knowledge of the problem and pertinent available literature. He conducts specified phases of research projects independently and is responsible for other duties as assigned.

**Education/Experience:** MS/MA in an analytical field or BS/BA in an analytical field and three years of relevant experience, or AS/AA in an analytical field and six years of relevant experience. Practical experience in DOD applications is desirable.

## ANALYTICAL DIRECTOR

**Summary Description:** The incumbent makes decisions and recommendations that are recognized as authoritative and have a far-reaching impact on extensive programs and related activities of the company. Negotiates critical and controversial issues with top level analysts and officers of other organizations and companies. Individuals at this level have demonstrated a high degree of creativity, foresight, and mature judgment in planning, organizing, and guiding extensive analytical programs and activities of outstanding novelty and importance.

**Duties:** In a supervisory capacity, he is responsible for an important segment of a very extensive and highly diversified analytical programs of the company. The programs are of such complexity and scope that they are of critical importance to overall objectives, including problems of extraordinary difficulty that may often have resisted solution, and consist of several segments requiring subordinate supervisors. He is responsible for deciding the kind and extent of projects and related programs needed to accomplish the objectives of the company, for choosing the approaches, for planning and organizing facilities and programs, and for interpreting results. As individual researcher and consultant, he formulates and guides the attack on problems of exceptional difficulty and marked importance to the company or industry. He is responsible for characterizing problems by their lack of scientific precedents and source material, or lack of success of prior research and then analyzing them so that their solution would represent as advance of great significance and importance. He is responsible for other duties as assigned.

**Education/Experience:** Ph.D. in an analytical field and six years of relevant experience, or MS/MA in an analytical field and nine years of relevant experience, or BS/BA in an analytical field and twelve years of relevant experience. Broad experience in DOD procedures and applications is mandatory in this position.

## ENGINEER I

**Summary Description:** First level of professional work which requires a Bachelors degree in engineering and no substantial experience. He performs assignments designed to further develop professional knowledge and abilities. Generally, he works with more senior engineers, although independent discretion and performance of tasks is required.

**Duties:** He performs a variety of engineering assignments that provide experience and familiarization with the engineering staff, methods, practices, and programs of the company. Assignments can include overall responsibility for a meaningful subset of a broad engineering project. He works closely with more senior engineers, and often interfaces directly with clients. Responsible for other duties as assigned.

**Education/Experience:** BS in a specific engineering field.

## ENGINEER II

**Summary Description:** The incumbent performs engineering work requiring application of standard techniques, procedures, and criteria in carrying out a sequence of related engineering tasks. Limited exercise of judgment is required on details of work and in an entry level position, or appropriate graduate level study. Assignments may include some work that is typical of higher level.

**Duties:** Using prescribed methods, he performs specific and limited portions of a broader assignment of an experienced engineer. He applies standard practices and techniques in specific situations, adjusts and correlates data, recognizes discrepancies in results, and follows operations through a series of related detailed step processes, and he may be assisted by a few aides or technicians. He is responsible for other duties as assigned.

**Education/Experience:** MS in specific engineering field, or BS with three years of experience in specific engineering field. Experience in DOD programs is generally required for individuals with a BS degree.

## ENGINEERING DIRECTOR

**Summary Description:** The incumbent makes decisions and recommendations that are recognized as authoritative and have an important impact on extensive engineering activities. He initiates and maintains extensive contacts with key engineers and officials of other organizations and companies, requiring skill in persuasion and negotiation of critical issues. At this level, individuals will have demonstrated creativity, foresight, and mature engineering judgment in anticipation and solving unprecedented scientific problems, determining program objectives and requirements, organizing programs and projects, and developing standards and guides for diverse scientific activities.

**Duties:** In a supervisory capacity, is responsible for an important segment of the engineering program of the company. Extent of responsibilities generally requires having several subordinate personnel, and being responsible for funds required to carry out programs which are directly related to and directed toward fulfillment of overall company objectives. As individual researcher and consultant, he is a recognized leader and authority in the company in broad area of specialization or in a narrow but intensely specialized field. He is consulted extensively by associates and others, with a high degree of reliance placed on the incumbent's scientific interpretations and advice. He is responsible for other duties as assigned.

**Education/Experience:** Ph.D. with six years of experience in specific engineering field, or MS with nine years of experience in specific engineering field, or BS or equivalent, with twelve years of experience in specific engineering field. Experience in U.S. DOD programs is a prerequisite at this level.

## ENGINEERING TECHNICIAN I

**Summary Description:** This is a position which requires some independent technical work, including selection and application of methods and techniques in performing technical tasks.

**Duties:** The incumbent performs a wide variety of standardized methods, tests and procedures in tasks relating to technical systems design, development, maintenance, logistics or modification. He may be assisted by technical aides.

**Education/Experience:** AS/AA in a technical field and two years relevant experience, or technical/military training and four years relevant experience.

## ENGINEERING TECHNICIAN II

**Summary Description:** This is a position which requires some independent technical work, including selection and application of methods and techniques in performing technical tasks.

**Duties:** Provides technical support for a variety of systems, including but not limited to mechanical, electrical, or electronics systems to meet customer requirements and standards. Assists in installation and maintenance of systems/equipment, and provides associated training to customer personnel. Assists in diagnosing, isolating, and correcting problems to component level to restore system's functions.

**Education/Experience:** Associates Degree and 4 years related experience.

## Labor Category: Sr. Engineering Technician

**Summary Description:** The incumbent demonstrates excellent support, leadership, and technical expertise in the corporate production effort. He/she is required to supervise other electronic technicians or individually complete all levels of assembly, production, and testing of prototype or production electronic components. Is expected to provide expert technical advice and recommendations to both the Production Supervisor and Manager.

**Duties:** Provides advanced technical support for a variety of systems, including but not limited to mechanical, electrical, or electronics systems to customer requirements and established standards. Supervises installation and maintenance of systems/equipment, and provides associated training to customer personnel. Supervises diagnosing, isolating and correcting problems to component level to restore system operating functions. Maintains compliance with ISO 9001/2000 quality program

**Education/Experience:** Associate's Degree and 10 years of related experience or technical/military training and 15 years of related experience. Significant technical training in electronic and engineering design, development, testing, assembly, and manufacture of electronic components, computer components, and electronic systems.

## Labor Category: Design Engineer

**Summary Description:** The incumbent reports directly to a corporate Program Manager, Principal Engineer, or Technical Director for tasking and direction required to complete internal or externally funded design, development, prototyping, and testing of various electrical or computer engineering projects.

**Duties:** Responsible for the design, development, implementation, and analysis of technical systems. Provides engineering support in unique technical areas to include by not limited to acoustics, communications, power, and software design. Performs equipment engineering design evaluations. Recommends alterations to development and design to improve equipment capability and reliability.

**Education/Experience:** Masters Degree in Engineering and greater than 1 year job experience in design, development, and testing of electronic or computer components and systems or a Bachelors Degree in Engineering with a Minor in a key electronic capability or function and 2 years of experience in design, development, and testing of electronic or computer components and systems.

## EQUIPMENT SPECIALIST

**Summary Description:** As a qualified technical specialist in a system/equipment area, the incumbent requires exercise of discretion and independent judgment in providing technical support.

**Duties:** He independently evaluates, selects, and applies technical procedures and criteria while using judgment in making procedural modifications. He requests guidance or engineering assistance in complex problems and may supervise or coordinate a few technicians. He is responsible for other duties as assigned.

**Education/Experience:** AS/AA in a technical field and four years relevant experience, or technical/military training and seven years relevant experience.

## SECURITY SPECIALIST

**Summary Description:** The incumbent performs all of the administrative security functions associated with Classified Programs. He works independently handling all of the interface with government security offices and personnel. He establishes security policies and procedures for the company to maintain compliance with Classified Program Policies and Procedures. These policies include: the handling, storage, and transmitting of classified materials; physical security alarms and systems; operation of COMSEC equipment; and Automated Information Systems.

**Duties:** The duties of this position include the following: Providing security education and training to all company employees; establishing document control, reproduction, and handling procedures for all classified materials; conducting inventories; preparing access lists; maintaining personnel files; responding to request from government security officials; maintaining AIS policies; providing all classified visit requests and certifications; supervising security personnel as assigned; and other duties as assigned.

**Education/Experience:** Ten years experience in managing security operations with accredited specialized security training.

## SENIOR ANALYST

**Summary Description:** The incumbent participates in planning analytical programs on the basis of specialized knowledge of problems and methods and probable value of results. He may serve as an expert in a narrow specialty making recommendations and conclusions which serve as the basis for undertaking or rejecting important projects. Supervision and guidance relate largely to overall objectives, critical issues, new concepts, and policy matters.

**Duties:** In a supervisory capacity, he plans, organizes and directs assigned analytical programs. He independently defines scope and critical elements of the projects and selects approaches to be taken. As individual researcher or worker, he carries out projects requiring development of new or highly modified techniques and procedures, extensive knowledge of specialty, and knowledge of related analytical fields. He is responsible for other duties as assigned.

**Education/Experience:** Ph.D. in an analytical field and two years of relevant experience, or MS/MA in an analytical field and five years of relevant experience, or BS/BA in an analytical field and eight years of relevant experience. Specific experience in DOD procedures and applications is required.

## SENIOR ENGINEER

**Summary Description:** As a fully competent engineer in all conventional aspects of the subject matter of the functional areas of the assignments, he plans and conducts work requiring judgment in the independent evaluation, selection, and substantial adaptation and modification of standard techniques, procedures, and criteria. He devises new approaches to problems encountered. He independently performs most assignments with instructions as to the general results expected; receives technical guidance on unusual or complex problems and supervisory approval on proposed plans for projects.

**Duties:** He plans, schedules, conducts, or coordinates detailed phases of the engineering work in a part of major project or in a total project of moderate scope. He performs work which involves conventional engineering practices but may include a variety of complex features such as; conflicting design requirements, unsuitability of standard materials, and difficult coordination requirements. His work requires a broad knowledge of precedents in the specialty area and a good knowledge of principles and practices of related specialties. He may be responsible for the supervision of a few engineers or technicians on assigned work and is responsible for other duties as assigned.

**Education/Experience:** Ph.D. in specific engineering field, or MS with three years of experience in specific engineering field, or BS or equivalent with four years of experience in specific engineering field. Experience in DOD programs is generally required for individuals with MS or BS degrees.

## SENIOR SYSTEMS ANALYST

**Summary Description:** The incumbent makes decisions and recommendations that are recognized as authoritative and have an important impact on extensive program activities. He/she initiates and maintains extensive contacts with key analysts and officials of other organizations and companies. The position requires skill in persuasion and negotiation of critical issues. At this level, individuals will have demonstrated creativity, foresight, and mature judgment in anticipating and solving unprecedented problems, determining program objectives and requirements, organizing programs and projects, and developing standards and guides for diverse analytical activities.

**Duties:** In a supervisory capacity, he is responsible for an important segment of an analytical program of the company. He makes authoritative technical recommendations concerning the objectives and levels of work which will be most profitable in light of company requirements and industrial trends and developments. He recommends facilities, personnel, and funds required. As individual researcher and consultant, he selects problems for research to further the company's objectives. He conceives and plans investigations in which the phenomena and principles are not adequately understood, and where few or contradictory precedents or results are available for reference. Outstanding creativity and mature judgment are required to devise hypotheses and techniques of experimentation and to interpret result. He is responsible for other duties as assigned.

**Education/Experience:** Ph.D. in an analytical field and three years of relevant experience, or MS/MA in an analytical field and six years of relevant experience, or BS/BA in an analytical field and ten years of relevant experience, or AS/AA in an analytical field and fifteen years of relevant experience. Extensive experience in DOD procedures and applications is required.

## SENIOR SYSTEMS ENGINEER

**Summary Description:** The incumbent applies intensive and diversified knowledge of engineering principles and practices in a broad area of assignments and related fields. He makes decisions independently on engineering problems and methods, and represents the organization in conferences to resolve important questions and to plan and coordinate work. He requires the use of advanced techniques and the modification and extension of theories, precepts, and practices of the field that relate largely to overall objectives, critical issues, new concepts, and policy matters.

**Duties:** In a supervisory capacity, he plans, develops, coordinates, and directs a large and important engineering project or a number of small projects with many complex features. As individual researcher or worker, he carries out complex or novel assignments requiring the development of new or improved techniques and procedures. Work is expected to result in the development of new or refined equipment, materials, processes, products, and/or scientific methods. As a staff specialist, he develops and evaluates plans and criteria for a variety of projects and activities to be proposed engineering evaluation tests, products, or equipment when necessary data are insufficient or confirmation by testing is advisable. He is responsible for other duties as assigned.

**Education/Experience:** Ph.D. with three years of experience in specific engineering field, or MS with six years of experience in specific engineering field, or BS or equivalent, with ten years of experience in specific engineering field. Experience in DOD programs is generally required.

## SYSTEMS ENGINEER I

**Summary Description:** The incumbent applies intensive and diversified knowledge of engineering principles and practices in a broad area of assignments and related fields. He makes decisions independently on engineering problems and methods, and represents the organization in conferences to resolve important questions and to plan and coordinate work. He requires the use of advanced techniques and the modification and extension of theories, precepts, and practices of the field that relate largely to overall objectives, critical issues, new concepts, and policy matters.

**Duties:** In a supervisory capacity, he plans, develops, coordinates, and directs a large and important engineering project or a number of small projects with many complex features. As individual researcher or worker, he carries out complex or novel assignments requiring the development of new or improved techniques and procedures. Work is expected to result in the development of new or refined equipment, materials, processes, products, and/or scientific methods. As staff specialist, he develops and evaluates plans and criteria for a variety of projects and activities to be proposed engineering evaluation tests, products, or equipment when necessary data are insufficient or confirmation by testing is advisable. He is responsible for other duties as assigned.

**Education/Experience:** Ph.D. with two years of experience in specific engineering field, or MS with four years of experience in specific engineering field, or BS or equivalent with six years of experience in specific engineering field. Experience in DOD programs is generally required.

## SYSTEMS ENGINEER II

**Summary Description:** The incumbent applies intensive and diversified knowledge of engineering principles and practices in a broad area of assignments and related fields. He makes decisions independently on engineering problems and methods, and represents the organization in conferences to resolve important questions and to plan and coordinate work. He requires the use of advanced techniques and the modification and extension of theories, precepts, and practices of the field that relate largely to overall objectives, critical issues, new concepts, and policy matters.

**Duties:** In a supervisory capacity, he plans, develops, coordinates, and directs a large and important engineering project or a number of small projects with many complex features. As individual researcher or worker, he carries out complex or novel assignments requiring the development of new or improved techniques and procedures. Work is expected to result in the development of new or refined equipment, materials, processes, products, and/or scientific methods. As a staff specialist, he develops and evaluates plans and criteria for a variety of projects and activities to be proposed engineering evaluation tests, products, or equipment when necessary data are insufficient or confirmation by testing is advisable. He is responsible for other duties as assigned.

**Education/Experience:** Ph.D. with two years of experience in specific engineering field, or MS with five years of experience in specific engineering field, or BS or equivalent with eight years of experience in specific engineering field. Experience in DOD programs is generally required.

## TECHNICAL DIRECTOR

**Summary Description:** The incumbent makes authoritative decisions that have a far-reaching impact on extensive engineering and related activities of the company. He negotiates critical and controversial issues with top-level engineers and officers of other organizations and companies. Individuals at this level demonstrate a high degree of creativity, foresight, and mature judgment in planning, organizing, and guiding extensive engineering programs and activities of outstanding novelty and importance.

**Duties:** In a supervisory capacity, he is responsible for all aspects of the very extensive and highly diversified engineering programs of the company. These programs are of such complexity and scope that they are of critical importance to the overall mission of the company and the problems associated with these programs are of extraordinary difficulty and may often have persisted without solution. As individual researcher and consultant, he formulates and guides the attack on problems of exceptional difficulty and marked importance to the company or industry. He is responsible for characterizing problems by their lack of scientific precedents and source materials, or lack of success of prior research and then analyzing them so that their solution would represent an advance of great significance and importance. He is responsible for other duties as assigned.

**Education/Experience:** Ph.D. with nine years of experience in specific engineering field, or MS with twelve years of experience in specific engineering field, or BS or equivalent with fifteen years of experience in specific engineering field. Broad experience in DOD Engineering programs is a prerequisite for this position.

## SECURITY MANAGER

**Summary Description:** The incumbent serves as the company's Security Manager, COMSEC Officer and Custodian, and Facility Security Officer. He/she is required to be educated and experienced in DOD and other Government Agency security policies, directives, and procedures. He/she reports directly to the President through the Chief Operating Officer while providing expert guidance and direction on all levels of physical, security clearance, and classified materials security to all levels of management and employees.

**Duties:** Responsible for corporate compliance with security requirements on classified government engineering contracts to include but not limited to personnel clearances, training, material and document control and storage, software control, physical protection and communications.

**Education/Experience:** Bachelor Degree and 4 years of related experience in government or corporate security or 6 years of in government or corporate security. Experience with government contract security requirements for engineering projects.

## Labor Category: Subject Matter Expert I

**Summary Description:** Provides expert independent services and leadership in specialized technical areas. Develops and executes complex engineering projects, applies analytical problem solving methodologies, technical direction, interfaces with client and/or prime contractor representatives and effectively allocates resources. Has specialized experience in planning, evaluating, directing and coordinating research and development projects.

**Duties:** Provides senior supervisory management, leadership, training evaluation, and technical support at the corporate level to Program Managers and Engineers assigned to company government contracts or corporate research and development engineering projects. Responsible for providing advanced, creative technical support.

**Education/Experience:** Master's Degree in engineering with 15 years of related Research and Development and Electronic Design experience or Bachelor's Degree and 20 years of related Research and Development and Electronic Design engineering experience. A "Subject Matter Expert I" must have experience in DOD engineering processes, configuration management, quality standards, and the detailed engineering processes for design, development and prototyping of both components and systems. Experience in testing to include development of Test Plans, Test Procedures, Field Testing, Production Testing, collection of test data, and preparation of Final Test Reports.

## Labor Category: Subject Matter Expert II

**Summary Description:** Provides expert independent services and leadership in specialized technical areas. Develops and executes complex engineering projects, applies analytical problem solving methodologies, technical direction, interfaces with client and/or prime contractor representatives and effectively allocates resources. Has specialized experience in planning, evaluating, directing and coordinating research and development projects.

**Duties:** Provides senior supervisory management, leadership, training evaluation, and technical support at the corporate level to Program Managers and Engineers assigned to company government contracts or corporate research and development engineering projects. Responsible for providing advanced, creative technical support.

**Education/Experience:** Ph.D. with 20 years of experience in specific engineering field, or Master's of Science Degree with 25 years of experience in specific engineering field, or Bachelor's Degree with 30 years of experience in specific engineering fields. In each case, a "Subject Matter Expert II" must have extensive experience in DOD engineering processes and requirements, government contracting, financial management, Federal Acquisition Regulations (FAR), Department of Defense Federal Acquisition Regulations (DFARS), General Services Administration (GSA) Regulations, Defense Contract Auditing Agency (DCAA) Regulations, and Program Management of design, development, testing, production, and manufacturing.

## COST MANAGER II

**Summary Description:** Responsible for project management support including in-depth knowledge and hands-on experience in cost/schedule management, automated planning/control tools, cost estimating, and funds management.

**Duties:** Uses working knowledge of scheduling techniques, cost/schedule control systems criteria and its elements. Develops work breakdown structures and prepares charts, tables, graphs, and diagrams to help analyze problems.

**Education/Experience:** Bachelors Degree and 6 years related experience.

## PRODUCTION SUPERVISOR

**Summary Description:** The incumbent reports directly to the Production Manager and serves as the Production Manager temporarily in his/her absence. This supervisor has front line oversight for all production technicians while providing advice and technical consult to Production Engineers. He/she is expected to provide expert production and technical input to the company Design and Test Engineers. With approval of the Production Manager, he/she establishes, organizes, and ensures compliance with production policies and procedures, production line safety, and corporate quality procedures.

**Duties:** Provides supervision for a variety of engineering production efforts including but not limited to mechanical, electrical, or electronics systems to meet customer requirements and recognized standards. Directs production process and supervises the diagnosis, isolation, and corrective action necessary to restore operations. Supervise corporate electronics technicians. Maintain compliance with ISO 9001/2000 quality program.

**Education/Experience:** Associate's Degree with 8 years of engineering related experience or 10 years of production engineering related experience at the Electronic Technician Level, 2 years of which should be in a supervisory role.

## Labor Category: Production Manager

**Summary Description:** The incumbent is the manager of the corporate Production Department. Duties include day to day personnel management of production staff engineers and technicians. He/she initiates and maintains extensive contacts with key engineers, technicians, and equipment/material suppliers from other production and supply organizations. He/she reports directly to the Chief Operating Officer on responsibilities relating to product and prototype production. The Program Manager must demonstrate an understanding of corporate business practices ranging from electronic component level design, assembly, and testing to personnel management, HR and labor regulations, and financial management.

**Duties:** Responsible for the management of all corporate production, fabrication, and acceptance testing to include schedules; proposals and cost estimates; preventive and corrective maintenance support; warranty repair and support; and storing of schematics, assembly drawings, mechanical drawings, pictures, acceptance test reports, serial numbers, packing lists and other related production documentation. Maintain compliance with ISO 9001/2000 quality program. Reports directly to the corporate management for all production matters.

**Education/Experience:** Master's of Science Degree with 15 years of experience in specific electronic assembly, test, production, and repair of prototype and production electronics and 5 years of management experience; or Bachelor's Degree with 19 years of experience in specific electronic assembly, test, production and repair of prototype and production electronics and 8 years of management experience. A "Production Manager" must have applicable production experience in DOD production standards and specifications, government contracting, financial management, and Program Management of design, development, testing, production, and manufacturing.

**Labor Category: Program Manager**

**Summary Description:** The incumbent is responsible for strict compliance with the Company's Program Management Plan while managing either internal I, R&D efforts or externally funded contracts. He/she demonstrates excellent technical, managerial, and financial understanding and awareness in establishing and maintaining compliance with project milestones and financial constraints. Excellent people skills and personnel management experience is a requisite for this position combined with an ability to provide sound goals, objectives, and leadership.

**Duties:** Responsible for the overall project and financial management of Research, Design, Development, and production engineering projects. Establishes appropriate Program Management Plans, budgets, technical approach, milestones, assets and liaison with the customer. Responsible for the supervision of the staff working on the project.

**Education/Experience:** Master's Degree or Master's of Business Degree and 5 years of combined Engineering, System Design, Development, Field and Production Testing and Program Management or Bachelor's Degree with 10 years of combined Engineering, System Design, Development, Field and Production Testing and Program Management. A "Program Manager" should be familiar with DOD engineering processes and requirements, government contracting, financial management, Federal Acquisition Regulations (FAR), Department of Defense Federal Acquisition Regulations (DFARS), General Services Administration (GSA) Regulations, Defense Contract Auditing Agency (DCAA) Regulations, and have both System Engineering knowledge and experience.

**HOURLY RATES FOR SERVICES**  
**SIN(s): 871-1 / 871-1RC, 871-2 / 871-2RC, 871-3 / 871-3RC & 871-4 / 871-4RC**

The following approved rates are for McQ Inc. site work for **Option Period 1**.

<b>GSA Labor Category</b>	<b>Year 8 01/30/08- 1/29/2009 w/IFF @ ¾%</b>	<b>Year 9 01/30/09- 1/29/2010 w/IFF @ ¾%</b>	<b>Year 10 01/30/10- 1/29/2011 w/IFF @ ¾%</b>
Administrative Assistant	\$75.45	\$78.47	\$81.61
Analyst I	\$70.05	\$72.86	\$75.77
Analyst II	\$79.26	\$82.43	\$85.73
Analytical Director	\$211.44	\$219.90	\$228.70
Engineer I	\$107.36	\$111.65	\$116.12
Engineer II	\$134.56	\$139.94	\$145.53
Engineering Director	\$206.65	\$214.91	\$223.51
Engineering Technician I	\$51.98	\$54.06	\$56.22
Engineering Technician II	\$58.36	\$60.70	\$63.13
Sr. Engineering Technician	\$85.28	\$88.69	\$92.24
Design Engineer	\$151.48	\$157.54	\$163.84
Equipment Specialist	\$77.85	\$80.97	\$84.21
Security Specialist	\$84.57	\$87.96	\$91.47
Senior Analyst	\$149.95	\$155.95	\$162.18
Senior Engineer	\$149.95	\$155.95	\$162.18
Senior Systems Analyst	\$181.29	\$188.54	\$196.09
Senior Systems Engineer	\$174.43	\$181.41	\$188.66
Systems Engineer I	\$136.97	\$142.45	\$148.14
Systems Engineer II	\$163.38	\$169.92	\$176.72
Technical Director	\$240.27	\$249.88	\$259.88
Security Manager	\$109.19	\$113.56	\$118.10
Subject Matter Expert I	\$255.76	\$265.99	\$276.63
Subject Matter Expert II	\$285.84	\$297.27	\$309.16
Cost Manager II	\$90.37	\$93.98	\$97.74
Production Supervisor	\$110.10	\$114.51	\$119.09
Production Manager	\$199.92	\$207.91	\$216.23
Program Manager	\$180.96	\$188.20	\$195.73
Security Manager	\$109.19	\$113.56	\$118.10