General Services Administration
Federal Supply Service

Authorized Federal Supply Schedule Price List

Online access to contractor ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage!, a menu-driven database system. The INTERNET address for GSA Advantage! is http://www.fss.gsa.gov.

Price List for
Multiple Award Schedule

Federal Supply Group: Professional Services

Contract No.: GS-23F-0286P

Contract Period: June 3, 2019 – June 2, 2024

Business Size: Small Business

Skjei Telecom, Inc.
7700 Leesburg Pike, Suite 238
Falls Church, VA 22043

POC: William Swart

Tel: 703-917-4077
Fax: 703-917-0098

www.skjeitelecom.com

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov

Price List current as of Modification # PS-A812 effective 2/6/2020
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CUSTOMER INFORMATION

1a. Special Item Numbers (SINs)

541330ENG Engineering Services
541420 Engineering System Design and Integration Services
541715 Engineering Research and Development and Strategic Planning
541380 Testing Laboratory Services
OLM Order-Level Materials

2. Maximum order – $1,000,000 for each task order. (When task orders exceed this value, agencies should seek discounts.)

3. Minimum order – $100


5. Point(s) of production (city, county, and state or foreign country) – Determined by individual task order.

6. Discount from list prices or statement of net price – Prices shown herein are net (discount deducted).

7. Quantity discounts – 1% on a single task order over $200,000

8. Prompt payment terms – None (Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.)

9a. Notification that Government purchase cards are accepted below the micro-purchase threshold – Government purchase cards are accepted below the micro-purchase threshold.

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold – Not accepted.

10. Foreign Items (list items by country of origin) – None

11a. Time of Delivery – Determined by individual task order.

11b. Expedited Delivery – None

11c. Overnight and 2 day delivery – None

11d. Urgent Requirements – None
12. **F.O.B Point** – Destination

13a. **Ordering Address(es)**
    Skjei Telecom, Inc.
    7700 Leesburg Pike, Suite 238
    Falls Church, VA 22043

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

14. **Payment Address(es)**
    Skjei Telecom, Inc.
    7700 Leesburg Pike, Suite 238
    Falls Church, VA 22043

15. **Warranty Provision** – None

16. **Export packing charges, if applicable** – Determined by individual task order.

17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level)** – None.

18. **Terms and conditions of rental, maintenance and repair (if applicable)** – Not applicable

19. **Terms and conditions of installation (if applicable)** – Not applicable

20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (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. **Preventive maintenance (if applicable)** – Not applicable

24.a **Environmental attributes, e.g., recycled content, energy efficiency, and or/reduced pollutants** – Not applicable

24.b **Skjei Telecom is compliant with Section 508 standards** – see www.Section508.gov/ for full details.

25. **Data Universal Number System (DUNS) number** – 012-628165
26. Notification regarding registration in System for Award Management (SAM) database – Skjei Telecom is registered in the SAM System.

27. Service Contract Labor Standards (SCLS) – The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (**) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).

<table>
<thead>
<tr>
<th>SCLS Eligible Contract Labor Category</th>
<th>SCLS Equivalent Code – Title</th>
<th>WD Number</th>
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<tbody>
<tr>
<td>Administrative Assistant</td>
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<td>2015-4281</td>
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<tr>
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<tr>
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DESCRIPTION OF SERVICE OFFERINGS

This section provides the descriptions of the service offerings by Special Item Numbers (SINs) identified below as they apply to the Professional Engineering Discipline (PED) of Electrical Engineering provided by Skjei Telecom.

541330ENG
541420
541715
541380
OLM

SPECIAL ITEM NUMBER (SIN) DESCRIPTIONS

541330ENG Engineering Services

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

NOTE: Services under this SIN do not include architect-engineer services as defined in the Brooks Act and FAR Part 2, or construction services as defined in FAR Parts 2 and 36.

541420 Engineering System Design and Integration Services

Services include creating and developing designs and specifications that optimize the use, value, and appearance of their products. These services can include determination of system architecture, subsystem components, data flows, and interfaces taking into consideration user requirements and needs, market appeal, and efficiency in implementation, operations, and maintenance.

Associated tasks include, but are not limited to risk reduction strategies and recommendations to mitigate identified risk conditions, performance-based design reviews, high level detailed specification and scope preparation, configuration, management and document control, simulation, modeling, training, consulting, and mission analysis.

NOTE: Services under this SIN do not include architect-engineer services as defined in the Brooks Act and FAR Part 2 or construction services as defined in FAR Part 2 and 36.
541715 Engineering Research and Development and Strategic Planning

Services include conducting research and experimental development (except nanotechnology and biotechnology research and experimental development) in engineering; such as telecommunications, broadcast and digital media technologies, electronics, computers, meteorological observation and data dissemination systems, and other allied subjects.

Typical tasks include, but are not limited to, analysis of mission, program goals and objectives, program evaluations, analysis of program effectiveness, requirements analysis, organizational performance assessment, special studies and analysis, training, and consulting; requirements analysis, cost/cost performance trade-off analysis, feasibility analysis; operations and maintenance, evaluation of testing and maintenance programs, program/project management, technology transfer/insertion, training and consulting.

NOTE: Services under this SIN do not include architect-engineer services as defined in the Brooks Act and FAR Part 2 or construction services as defined in FAR Part 2 and 36.

541380 Testing Laboratory Services

Includes telecommunications and electronics testing laboratory services; and other professional, scientific, and technical consulting services.

Testing and services include, but are not limited to: physical, analytical, or other testing services; quality assurance; training; relying upon experimental, empirical, quantifiable data, relying on the scientific method, and professional services, tasks, and labor categories in the fields of telecommunications, electrical, and systems engineering; meteorological observation and data dissemination systems.

Examples of labor categories include, but are not limited to, Research Engineers, Meteorologists, Electronics Technicians.

OLM Order-Level Materials (OLM)

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

OLMs are procured under a special ordering procedure that simplifies the process for acquiring supplies and services necessary to support individual task or delivery orders placed against a Schedule contract or BPA. Using this new procedure, ancillary supplies and services not known at the time of the Schedule award may be included and priced at the order level.
OLM SIN-Level Requirements/Ordering Instructions:
OLMs are:
- Purchased under the authority of the FSS Program
- Unknown until an order is placed
- Defined and priced at the ordering activity level in accordance with GSAR clause 552.238-115
  Special Ordering Procedures for the Acquisition of Order-Level Materials. (Price analysis for
  OLMs is not conducted when awarding the FSS contract or FSS BPA; therefore, GSAR 538.270
  and 538.271 do not apply to OLMs)
- Only authorized for use in direct support of another awarded SIN.
- Only authorized for inclusion at the order level under a Time-and-Materials (T&M) or Labor-
  Hour (LH) Contract Line Item Number (CLIN)
- Subject to a Not To Exceed (NTE) ceiling price

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

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

NOTE: When used in conjunction with a Cooperative Purchasing eligible SIN, this SIN is
Cooperative Purchasing Eligible."
DESCRIPTION OF PES SERVICES BY LABOR CATEGORY

This section includes the description of the labor category services available under this Professional Services Schedule Price List. These services are presented in the same manner that Skjei Telecom sells to commercial and other government clients. Hourly rates are offered and are directly related to Skjei Telecom’s commercial offerings.

For each labor category available, there is a job title; the minimum/general experience; functional/responsibility; and minimum education.

PROGRAM MANAGER III

FUNCTIONAL DESCRIPTION

1. Manages more senior programs consisting of multiple projects including project identification, design, development and delivery.

2. Responsible for the effective management of funds and personnel, and is accountable for the quality and timely delivery of all contractual items.

3. Operates within client guidance, contractual limitations, and Company business and policy directives. Serves as focal point of contact with client regarding program activities.

4. Ensures that all required resources including manpower, engineering/design standards, computer time, and facilities are available for program implementation.

5. Maintains the development and execution of business opportunities based on broad, general guidance. Responsible for marketing new technology and follow-on business acquisitions.

6. Confers with Project Managers to provide technical advice and to assist with problem resolution.

7. May perform other general management duties as assigned.

JOB SPECIFICATIONS

Program Manager III – Master's Degree and 12 years of general experience including 8 years of management/ supervision.
PROGRAM MANAGER II

FUNCTIONAL DESCRIPTION
1. Manages programs consisting of multiple projects including project identification, design, development and delivery.

2. Responsible for the effective management of funds and personnel, and is accountable for the quality and timely delivery of all contractual items.

3. Operates within client guidance, contractual limitations, and Company business and policy directives. Serves as focal point of contact with client regarding program activities.

4. Ensures that all required resources including manpower, engineering/design standards, computer time, and facilities are available for program implementation.

5. Maintains the development and execution of business opportunities based on broad, general guidance. Responsible for marketing new technology and follow-on business acquisitions.

6. Confers with Project Managers to provide technical advice and to assist with problem resolution.

7. May perform other general management duties as assigned.

JOB SPECIFICATIONS
Program Manager II – Bachelor's Degree and 12 years of general management experience including 8 years of management/supervision.

PROGRAM MANAGER I

GENERAL SUMMARY
Directs the performance of a variety of related projects that may be organized by technology, program or client. Oversees technology development and/or application, marketing, and resource allocation within program client base.

FUNCTIONAL DESCRIPTION
1. Manages programs consisting of multiple projects including project identification, design, development and delivery.

2. Responsible for the effective management of funds and personnel, and is accountable for the quality and timely delivery of all contractual items.

3. Operates within client guidance, contractual limitations, and Company business and policy directives. Serves as focal point of contact with client regarding program activities.

4. Ensures that all required resources including manpower, engineering/design standards, computer time, and facilities are available for program implementation.
5. Maintains the development and execution of business opportunities based on broad, general guidance. Responsible for marketing new technology and follow-on business acquisitions.

6. Confers with Project Managers to provide technical advice and to assist with problem resolution.

7. May perform other general management duties as assigned.

**JOB SPECIFICATIONS**

Program Manager I – Bachelor’s Degree and 8 years of general experience including 5 years of management/supervision.

**BUSINESS SPECIALIST III**

**FUNCTIONAL DESCRIPTION**

1. Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues that generally require a written report including recommended solutions.

2. Principal duties may include, but are not limited to: developing work breakdown structures; preparing program/project cost estimates and budgets; establishing program/project resource allocations and activity schedules; preparing charts, tables, graphs, and diagrams to assist in analyzing problems; collecting and analyzing program/project cost/schedule/technical performance metrics, etc.

3. Provides daily supervision and direction to administrative/management support staff.

4. May perform other business/financial management duties on senior projects as assigned.

**JOB SPECIFICATIONS**

Business Specialist III – Master’s Degree and 4 years of general experience.

**BUSINESS SPECIALIST II**

**FUNCTIONAL DESCRIPTION**

1. Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues that generally require a written report including recommended solutions.

2. Principal duties may include, but are not limited to: developing work breakdown structures; preparing program/project cost estimates and budgets; establishing program/project resource allocations and activity schedules; preparing charts, tables, graphs, and diagrams to assist in analyzing problems; collecting and analyzing program/project cost/schedule/technical performance metrics, etc.
3. Provides daily supervision and direction to administrative/management support staff.

4. May perform other business/financial management duties as assigned.

**JOB SPECIFICATIONS**

Business Specialist II – Bachelor’s Degree and 4 years of general experience.

**BUSINESS SPECIALIST I**

**GENERAL SUMMARY**

Includes all work efforts supporting programs/projects that is identified as business and financial management in nature, including but not limited to program/project control, finance and accounting, program/project planning and scheduling, cost estimating and budget development, etc.

**FUNCTIONAL DESCRIPTION**

1. Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues that generally require a written report including recommended solutions.

2. Principal duties may include, but are not limited to: developing work breakdown structures; preparing program/project cost estimates and budgets; establishing program/project resource allocations and activity schedules; preparing charts, tables, graphs, and diagrams to assist in analyzing problems; collecting and analyzing program/project cost/schedule/technical performance metrics, etc.

3. Provides daily supervision and direction to administrative/management support staff.

4. May perform other business/financial management duties as assigned.

**JOB SPECIFICATIONS**

Business Specialist I – High School Diploma and 4 years of general experience.

**ADMINISTRATIVE ASSISTANT III**

**GENERAL SUMMARY**

Provides administrative support to technical and management personnel. This includes, but is not limited to, documentation planning and support, project administration, general office support, facilities management, executive secretarial support, human resource planning, event planning and administration, office relocation planning, mail services, records management, data input, timekeeping, etc.

**FUNCTIONAL DESCRIPTION**

1. Coordinates and plans all aspects of office administration and support.
2. Understands and provides documentation planning and support, project administration, general office support, facilities management, executive secretarial support, human resource planning, event planning and administration, office relocation planning, mail services, records management, data input, timekeeping, etc.

3. Ensures that all administrative support is performed in accordance with Company policy and procedures directives as well as any unique, contractually imposed requirements.

4. May perform other administrative duties as assigned.

**JOB SPECIFICATIONS**

Administrative Assistant III – Bachelor’s Degree and 1 year of general administrative experience.

**PRINCIPAL CONSULTING ENGINEER III**

**FUNCTIONAL DESCRIPTION**

1. Independently plans and performs very complex engineering and consulting tasks that require an understanding and command of specialized subject matter as well as a broad knowledge of the political, statutory and regulatory environment in which the customer agency must perform its mission.

2. May manage major technical/engineering programs/projects of higher complexity and importance than those normally assigned to less technically knowledgeable Program or Project Managers.

3. Coordinates and directs the activities of lower-level Engineers/Analysts and Engineering Technicians to meet the objectives of specific programs/projects.

4. May perform other specialized consulting duties on senior projects as assigned.

**JOB SPECIFICATIONS**

Principal Consulting Engineer III – Doctor's Degree and 15 years of general engineering experience including 10 years of specialized subject matter experience.

**PRINCIPAL CONSULTING ENGINEER II**

**FUNCTIONAL DESCRIPTION**

1. Independently plans and performs very complex engineering and consulting tasks that require an understanding and command of specialized subject matter as well as a broad knowledge of the political, statutory and regulatory environment in which the customer agency must perform its mission.

2. May manage major technical/engineering programs/projects of higher complexity and importance than those normally assigned to less technically knowledgeable Program or Project Managers.
3. Coordinates and directs the activities of lower-level Engineers/Analysts and Engineering Technicians to meet the objectives of specific programs/projects.

4. May perform other specialized consulting duties as assigned.

**JOB SPECIFICATIONS**

Principal Consulting Engineer II – Master's Degree and 15 years of general engineering experience including 10 years of specialized subject matter experience.

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**PRINCIPAL CONSULTING ENGINEER I**

**GENERAL SUMMARY**

Independently performs a variety of very complex engineering tasks requiring specialized subject matter expertise, which are generally accomplished as a consultant to agency senior-level management or in direct support of critical agency missions and responsibilities.

**FUNCTIONAL DESCRIPTION**

1. Independently plans and performs very complex engineering and consulting tasks that require an understanding and command of specialized subject matter as well as a broad knowledge of the political, statutory and regulatory environment in which the customer agency must perform its mission.

2. May manage major technical/engineering programs/projects of higher complexity and importance than those normally assigned to less technically knowledgeable Program or Project Managers.

3. Coordinates and directs the activities of lower-level Engineers/Analysts and Engineering Technicians to meet the objectives of specific programs/projects.

4. May perform other specialized consulting duties as assigned.

**JOB SPECIFICATIONS**

Principal Consulting Engineer I – Master’s Degree and 10 years of general engineering experience including 5 years of specialized subject matter experience.

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**SYSTEMS ENGINEER III**

**FUNCTIONAL DESCRIPTION**

1. Analyzes requirements and develops solutions.

2. Provides comprehensive definition of all aspects of system development from analysis of mission needs to verification of system performance. Evaluates alternatives and assesses risks and costs.
3. May perform other systems engineering duties and more senior studies and analyses as assigned.

**JOB SPECIFICATIONS**

Systems Engineer III – Master’s Degree and 8 years of general engineering experience.

**SYSTEMS ENGINEER II**

**FUNCTIONAL DESCRIPTION**

1. Analyzes requirements and develops solutions.
2. Provides comprehensive definition of all aspects of system development from analysis of mission needs to verification of system performance. Evaluates alternatives and assesses risks and costs.
3. May perform other systems engineering duties and special studies and analyses as assigned.

**JOB SPECIFICATIONS**

Systems Engineer II – Bachelor’s Degree and 8 years of general engineering experience.

**SYSTEMS ENGINEER I**

**GENERAL SUMMARY**

Assists with definition of system requirements, working under direction of Principal Consulting Engineers, and Program Managers. Codes modules as assigned with little supervision. Participates in development and implementation of system specifications, designs, integration, testing, and documentation.

**FUNCTIONAL DESCRIPTION**

1. Analyzes requirements and develops solutions.
2. Provides comprehensive definition of all aspects of system development from analysis of mission needs to verification of system performance. Evaluates alternatives and assesses risks and costs.
3. May perform other systems engineering duties and special studies and analyses as assigned.

**JOB SPECIFICATIONS**

Systems Engineer I – Bachelor’s Degree and 6 years of general engineering experience.
ENGINEER / ANALYST III

FUNCTIONAL DESCRIPTION
1. Plans and performs engineering research, system design and development, and other assignments in conformance with industry design/engineering standards and best practices as well as customer-unique specifications and requirements.

2. Responsible for the technical/engineering part of a project or task of lesser complexity and importance than those normally assigned to Senior Engineers/Analysts.

3. Coordinates the activities of Junior Engineers/Analysts and Engineering Technicians assigned to specific engineering projects/tasks.

4. May perform other engineering duties and special studies and analyses as assigned.

JOB SPECIFICATIONS
Engineer/Analyst III – Bachelor’s Degree and 4 years of general engineering experience.

ENGINEER / ANALYST II

FUNCTIONAL DESCRIPTION
1. Plans and performs engineering research, system design and development, and other assignments in conformance with industry design/engineering standards and best practices as well as customer-unique specifications and requirements.

2. Responsible for the technical/engineering part of a project or task of lesser complexity and importance than those normally assigned to Senior Engineers/Analysts.

3. Coordinates the activities of Junior Engineers/Analysts and Engineering Technicians assigned to specific engineering projects/tasks.

4. May perform other engineering duties and special studies and analyses as assigned.

JOB SPECIFICATIONS
Engineer/Analyst II – Bachelor’s Degree and 2 years of general engineering experience.

ENGINEER / ANALYST I

GENERAL SUMMARY
Performs a variety of engineering tasks under supervision of higher-level Engineers/Analysts, which are broad in nature and are concerned with the design, development, testing, implementation and operation/sustainment of complex systems, including consideration of hardware/software, personnel training, logistics support requirements, support facilities and/or specialized test/support equipment. May perform with some pre-defined latitude for unreviewed actions and decisions.
FUNCTIONAL DESCRIPTION

1. Plans and performs engineering research, system design and development, and other assignments in conformance with industry design/engineering standards and best practices as well as customer-unique specifications and requirements.

2. Responsible for the technical/engineering part of a project or task of lesser complexity and importance than those normally assigned to Senior Engineers/Analysts.

3. Coordinates the activities of Junior Engineers/Analysts and Engineering Technicians assigned to specific engineering projects/tasks.

4. May perform other engineering duties and special studies and analyses as assigned.

JOB SPECIFICATIONS

Engineer/Analyst I – Bachelor's Degree and 1 year of general engineering experience.

ENGINEERING TECHNICIAN III

FUNCTIONAL DESCRIPTION

1. Supports the planning and performance of engineering support tasks in conformance with industry technical standards and best practices as well as customer-unique specifications and requirements.

2. Supports the technical/engineering activities related to the system design, development, testing, implementation and operation/sustainment tasks assigned to higher-level Engineers/Analysts.

3. Works under the supervision of higher-level Engineers/Analysts or Program/Project Managers.

4. May perform other engineering support duties as assigned.

JOB SPECIFICATIONS

Engineering Technician III – Associates Degree and 4 years of general technical support experience.

ENGINEERING TECHNICIAN II

FUNCTIONAL DESCRIPTION

1. Supports the planning and performance of engineering support tasks in conformance with industry technical standards and best practices as well as customer-unique specifications and requirements.
2. Supports the technical/engineering activities related to the system design, development, testing, implementation and operation/sustainment tasks assigned to higher-level Engineers/Analysts.

3. Works under the supervision of higher-level Engineers/Analysts or Program/Project Managers.

4. May perform other engineering support duties as assigned.

JOB SPECIFICATIONS

Engineering Technician II – High School Diploma and 2 years of general technical support experience.

ENGINEERING TECHNICIAN I

GENERAL SUMMARY

Works under supervision of higher-level Engineer/Analysts to perform a variety of engineering support tasks which are broad in nature and are associated with the design, development, testing, implementation and operation/sustainment of complex systems, including consideration of hardware/software, personnel training, logistics support requirements, support facilities and/or specialized test/support equipment.

FUNCTIONAL DESCRIPTION

1. Supports the planning and performance of engineering support tasks in conformance with industry technical standards and best practices as well as customer-unique specifications and requirements.

2. Supports the technical/engineering activities related to the system design, development, testing, implementation and operation/sustainment tasks assigned to higher-level Engineers/Analysts.

3. Works under the supervision of higher-level Engineers/Analysts or Program/Project Managers.

4. May perform other engineering support duties as assigned.

JOB SPECIFICATIONS

Engineering Technician I – High School Diploma or G.E.D. or other equivalent degree program.
**PRICING**

This section presents Skjei Telecom pricing for the labor categories described above.

<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
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<td>$66.15</td>
<td>$67.15</td>
<td>$68.15</td>
<td>$69.18</td>
</tr>
</tbody>
</table>