

CASSIDY CONSULTING GROUP, LLC



AUTHORIZED FEDERAL SUPPLY SERVICE GSA Multiple Award Schedule (MAS) 00CORP contract PROFESSIONAL SERVICES SCHEDULE

Special Item Numbers:

520-21 – Program Management Services

871-6 – Acquisition and Life Cycle Management

874-1 – Integrated Consulting Services

874-6; Acquisition Management Support

874-7 Integrated Business Program Support Services

C132-51 – Information Technology Professional Services

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Contract Number: 47QRAA18D007E

Period Available: April 05, 2018 through April 04, 2023

General Services Administration
Federal Acquisition Service
Pricelist current as of 05 April 2018

Services available on this pricelist can also be found at GSA Advantage! www.gsaadvantage.gov

C2G is a woman owned small business and SBA certified HUBZone
Providing Commercial to Government Solutions



106 Virginia Ct. Hertford, NC 27944



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

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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!®, [GSAAdvantage.gov](https://gsaadvantage.gov).



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i. Customer Information

1. CASSIDY CONSULTING GROUP, LLC has a doing business as (dba) registration of C2G, listed in Perquimans County NC. C2G confirms that the position descriptions, product and/or service descriptions submitted herein were awarded under contract number 47QRAA18D007E based on a proposal under FCO-00-CORP-0000C, Refresh 27.

2. The following Special Item Numbers SIN(s) / Recovery SIN(s) are included:

SIN	Recovery	SIN Description
520-21	520-21RC	Program Management Services
871-6	871-6RC	Acquisition and Life Cycle Management
874-1	874-1RC	Integrated Consulting Services
874-6	874-6RC	Acquisition Management Support
874-7	874-7RC	Integrated Business Program Support Services
C132-51	C132-51RC	Information Technology Professional Services

3. The geographic scope is as follows:
Domestic Only – 50 States, DC, Territories
4. All commercial business practices have been fully disclosed and are current and accurate.
5. C2G is not participating in the Transactional Data Reporting (TDR) Pilot. The following clauses are applicable to this contract:
552.216-70 Economic Price Adjustment – FSS Multiple Award Schedule Contracts (ALTERNATE I)
552.238-74 Industrial Funding Fee and Sales Reporting
552.238-75 Price Reductions
552.238-81 Modification (Federal Supply Schedule) (ALTERNATE I)
I-FSS-969 Economic Price Adjustment – FSS Multiple Award Schedule
6. Labor Category Rates are provided in Section 3. Prices include the required .75% Industrial Funding Fee
7. Labor Category Descriptions are provided in Section 4.
8. The electronic Commercial Sales Practices Format (CSP) and the Price Proposal List are included in the contract.
9. Economic Price Adjustments (EPAs) are in accordance with clause I-FSS-969 Economic Price Adjustment-FSS Multiple Award Schedules (b)(1). A fixed annual escalation rate of 2 percent has been awarded. Twenty years of pricing, escalated annually at 2.0 (two) percent has been awarded. No further price increases are authorized under this contract. Twenty years of pricing will be incorporated into this contract. Pricing is subject to renegotiation at time of Option Renewal.

SCA covered categories/services are adjusted in accordance with 52.222-43 Fair Labor Standards Act and Service Contract Labor Standards - Price Adjustment (Multiple Year and Option Contracts). In addition to clause 52.222-43, the same method of escalation for non-SCA covered labor categories applies.

10. Volume discounts are as follows:

- SIN C132-51 1% Task Orders exceeding \$500,000.00
- All Other SINs 1% Task Orders exceeding \$1,000,000.00

11. The agreed upon Prompt Payment Terms are as follows and that the prompt payment discount term will be identified on all quotes and invoices issued under this GSA Schedule contract:
0.5% 15 days, Net 30 days.

12. The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the cited SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e. nationwide).

SCA Eligible Labor Category	SCA Equivalent Code Title	Wage Determination No
Administrative Support I	01020 - Administrative Assistant	15-4409
Administrative Support II	01270 - Production Control Clerk	15-4409
Training Specialist I	15095 - Technical Instructor/Course Developer	15-4409
Training Specialist II	15050 - Computer Based Training Specialist Instructor	15-4409

13. CASSIDY CONSULTING GROUP, LLC submitted pricing based on its commercial market prices. The Government prices, excluding the required 0.75% IFF, terms and conditions are better than those sold to its most favored customer(s), All Commercial Customers. The MFC(s) receive discounts ranging from 0.00 to 16.67% off C2G commercial market prices. CASSIDY CONSULTING GROUP, LLC is offering GSA prices (excluding the required .75% IFF) that are discounted 6.28 to 25.14% off CASSIDY CONSULTING GROUP, LLC commercial market prices.
14. In accordance with clause 552.238-75 Price Reductions, All Commercial Customers are the basis of award customers (BOA). GSA prices excluding the required .75% IFF are at least 1.35% less than the prices offered/sold to the BOA.
15. C2G acknowledges that any change in the Contractor's commercial pricing or discount arrangements which disturbs the BOA relationship may constitute a price reduction and must be reported to the GSA PCO.
16. CASSIDY CONSULTING GROUP, LLC confirms that it possesses an adequate and auditable labor hour recording and invoicing system capable of fully supporting labor hour invoices; therefore, the firm will be approved to accept both Labor-Hour and Firm-Fixed-Price Delivery/Task Orders from authorized agencies under this contract.
17. CASSIDY CONSULTING GROUP, LLC confirms that it has an adequate and auditable recording system capable of sales tracking and submission of the IFF and that the IFF must be set-aside for remittance to GSA on a quarterly basis.
18. CASSIDY CONSULTING GROUP, LLC confirms that pursuant to Clause 552.238-74, the Contractor must report the quarterly dollar value of sales under the contract by calendar quarter on electronic GSA Form 72A, Contractor's Report of Sales, to the FAS Vendor Support Center (VSC) Website at <https://VSC.gsa.gov>. If no sales occur, the contractor must show zero on the report.
19. CASSIDY CONSULTING GROUP, LLC confirms that pursuant to Clause C-FSS-370, any contractor travel required in the performance of this contract and orders placed hereunder must comply with the Federal Travel Regulations, and/or Joint Travel Regulations as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all contractor travel. Contractors cannot use GSA city pair contracts. The contractor will not add the Industrial Funding Fee onto travel costs.
20. CASSIDY CONSULTING GROUP, LLC confirms that Licensing Fees, if any, are to be negotiated between the contractor and the individual customer agencies.
21. Clause CP-FSS-2 Significant Changes for Professional Services Schedule Refresh 28 have been incorporated into the contract
22. No exceptions to the terms and conditions of the contract were taken.

II. Scope of Services Offered

SIN 520-21 – Program Management Services

Encompasses the management of financial and business solutions programs and projects and includes but is not limited to program management, program oversight, project management and program integration of a limited duration. A variety of functions may be utilized to support program integration or project management tasks.

SIN 871-6 – Acquisition and Life Cycle Management

Services required under this SIN involve all of the planning, budget, contract and systems/program management functions required to procure and or/produce, render operational and provide life cycle support (maintenance, repair, supplies, engineering specific logistics) to (technology based) systems, activities, subsystems, projects, etc. Typical associated tasks include, but are not limited to operation and maintenance, evaluation of inspection, testing, and maintenance program for fire protection and life safety systems, program/project management, technology transfer/insertion, training and consulting. Example: During this stage the actual manufacturing, launch, and performance monitoring of the navigation satellite will be assisted through project management, configuration management, reliability analysis, engineering retrofit improvements and similar functions. Professional engineering solutions do not include architect-engineer services as defined in the Brooks Act and FAR Part 2 or construction services as defined in the Federal Acquisition Regulation Part 36 and Part 2.

SIN 874 – 1 Integrated Consulting Services

Contractors shall provide expert advice and assistance in support of an agency's mission-oriented business functions. Services covered by this SIN include: Management or strategy consulting, including research, evaluations, studies, analyses, scenarios/simulations, reports, business policy and regulation development assistance and strategy formulation Facilitation and related decision support services Survey services, using a variety of methodologies, including survey planning, design, and development; survey administration; data validation and analysis; reporting, and stakeholder briefings Advisory and assistance services in accordance with FAR 37.203 NOTE: Consulting services where the preponderance of work is specifically covered under other PSS SINS or GSA Schedules are not permitted under this SIN. NOTE: Legal, consulting, and audit services pertaining to financial matters are not covered under this SIN. Refer to 520 SINS. Consulting services relating to public relations are not covered under this SIN. Refer to SIN 541-2, Public Relations Services.

SIN 874-6 Acquisition Management Support

Acquisition Management Support: Contractors shall provide professional support services to agencies in conducting federal acquisition management activities. Services covered by this SIN are: acquisition planning assistance, including market research and recommending procurement strategy: acquisition document development, including cost/price estimates, quality assurance surveillance plans, statements of work, synopses, solicitations, price negotiation memoranda, etc.: expert assistance in supporting proposal evaluations, including price/cost analysis or technical proposal analysis: contract administration support services, including assistance with reviewing contractor performance, developing contract modifications, and investigating reports of contract discrepancies: contract close-out assistance; Competitive Sourcing support, including OMB Circular A-76 studies, strategic sourcing studies, privatization studies, public-private partnerships, and Federal Activities Inventory Reform (FAIR) Act studies.

SIN 874-7 – Integrated Business Program Support Services

Contractors shall provide services to assist agencies in managing their mission-oriented business projects or programs and achieving mission performance goals. Services covered by this SIN include:



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- All phases of program or project management, from planning to closeout.
- Operational/administrative business support services in order to carry out program objectives.

SIN C132-51 – Information Technology Professional Services

Information Technology Professional Services - Includes resources and facilities management, database planning and design, systems analysis and design, network services, programming, conversion and implementation support, network services project management, data/records management, and other services relevant to 29CFR541.400.

*NOTE – This SIN cannot be used as a “stand alone” SIN – If an agency requires IT professional services as the only service needed, they are directed to Schedule 70.

III. Labor Rates

The following labor rates reflect the first five years of the contract. Rates are escalated at 2 percent per year. C2G discounts rates at the task order level based on requirements of each contract and market conditions for the workforce. Rates apply to both customer site and C2G company site locations. Price includes the 0.75% Industrial Fund Fee.

Item	SIN	Awarded Labor Category	Year 1	Year 2	Year 3	Year 4	Year 5
1	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Acquisition Specialist I	\$71.63	\$73.06	\$74.52	\$76.01	\$77.53
2	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Acquisition Specialist II	\$102.32	\$104.36	\$106.45	\$108.58	\$110.75
3	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Acquisition Specialist III	\$125.34	\$127.85	\$130.40	\$133.01	\$135.67
4	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Administrative Support I	\$32.90	\$33.55	\$34.23	\$34.91	\$35.61
5	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Administrative Support II	\$40.15	\$40.95	\$41.77	\$42.61	\$43.46
6	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Budget Analyst I	\$66.38	\$67.71	\$69.06	\$70.44	\$71.85
7	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Budget Analyst II	\$84.07	\$85.75	\$87.47	\$89.22	\$91.00
8	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Business Systems Analyst I	\$83.45	\$85.11	\$86.82	\$88.55	\$90.32
9	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Business Systems Analyst II	\$97.63	\$99.58	\$101.58	\$103.61	\$105.68
10	520-21;	Business Systems Analyst III	\$135.60	\$138.31	\$141.08	\$143.90	\$146.77

	871-6; 874-1, 874-6, 874-7, C132-51						
11	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Configuration Management Specialist I	\$65.94	\$67.26	\$68.61	\$69.98	\$71.38
12	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Configuration Management Specialist II	\$96.29	\$98.22	\$100.18	\$102.19	\$104.23
13	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Data Architect I	\$94.43	\$96.32	\$98.24	\$100.21	\$102.21
14	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Data Architect II	\$136.16	\$138.88	\$141.66	\$144.50	\$147.39
15	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Domain Subject Matter Expert	\$123.85	\$126.33	\$128.85	\$131.43	\$134.06
16	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Earned Value Management (EVM) Specialist	\$116.59	\$118.93	\$121.30	\$123.73	\$126.21
17	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Engineer I	\$86.97	\$88.71	\$90.49	\$92.30	\$94.14
18	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Engineer II	\$122.78	\$125.24	\$127.74	\$130.30	\$132.90
19	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Engineer III	\$143.24	\$146.11	\$149.03	\$152.01	\$155.05
20	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Functional Analyst I	\$88.60	\$90.38	\$92.18	\$94.03	\$95.91
21	520-21; 871-6;	Functional Analyst II	\$102.77	\$104.83	\$106.92	\$109.06	\$111.24

	874-1, 874-6, 874-7, C132-51						
22	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	IT Specialist II	\$82.74	\$84.40	\$86.08	\$87.80	\$89.56
23	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Logistics Analyst I	\$71.63	\$73.06	\$74.52	\$76.01	\$77.53
24	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Logistics Analyst II	\$94.14	\$96.02	\$97.94	\$99.90	\$101.90
25	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Logistics Analyst III	\$117.66	\$120.02	\$122.42	\$124.86	\$127.36
26	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Program Analyst I	\$54.00	\$55.07	\$56.18	\$57.30	\$58.45
27	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Program Analyst II	\$68.25	\$69.62	\$71.01	\$72.43	\$73.88
28	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Program Analyst III	\$86.57	\$88.30	\$90.07	\$91.87	\$93.71
29	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Program Analyst IV	\$112.84	\$115.09	\$117.39	\$119.74	\$122.14
30	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Program/Project Manager I	\$103.62	\$105.69	\$107.80	\$109.96	\$112.16
31	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Program/Project Manager II	\$137.36	\$140.11	\$142.91	\$145.77	\$148.68
32	520-21; 871-6; 874-1,	Program/Project Manager III	\$165.73	\$169.05	\$172.43	\$175.88	\$179.39

	874-6, 874-7, C132-51						
33	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Quality Assurance Manager	\$132.91	\$135.56	\$138.28	\$141.04	\$143.86
34	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Training Specialist I	\$60.34	\$61.55	\$62.78	\$64.04	\$65.32
35	520-21; 871-6; 874-1, 874-6, 874-7, C132-51	Training Specialist II	\$92.93	\$94.79	\$96.68	\$98.61	\$100.59

IV. Labor Categories

Labor Categories are the same for all Special Item Numbers under this contract. Most labor categories require a minimum bachelor's degree in a relevant discipline to the contract or task order proposed. Experience can be substituted for education.

Commercial Labor Category	Minimum Years of Experience	Functional Responsibility	Education and/or Experience Requirements
Program Analyst I	0	Responsible for providing analytical, administrative, and/or program management support task orders. Supports the completion of project activities and deliverables under the direction and review of more senior staff. Ensures objective analysis of data and alternatives.	Bachelor's degree in a technical discipline or relevant functional area to include finance and accounting; human resources; business administration or liberal arts.
Program Analyst II	1	Contributes ideas to address project requirements, contributes to project management plans and maintains project schedules. Contributor to project deliverables This position may engage in the performance of quality assurance reviews of deliverables or work product developed by peers and other participants. Develops project documentation in accordance with established policy and procedures. Ensures objective analysis of data and alternatives.	Bachelor's degree in a technical discipline or relevant functional area to include finance and accounting; human resources; business administration or liberal arts.

Program Analyst III	3	Works independently to contribute to deliverables and perform task order activities. Contributes ideas to address task requirements, contributes to project management plans and works to adhere to project schedules. Coordinates with both senior and junior personnel to aggregate task activities such as budgets and schedules. May require functional proficiency in a particular task order area. Ensures objective analysis of data and alternatives in contribution to deliverables.	Bachelor's degree in a technical discipline or relevant functional area to include finance and accounting; human resources; business administration or liberal arts.
Program Analyst IV	5	Responsible for ensuring the on-time completion of task deliverables, activities and supervision of junior staff. May act as task order leader, coordinating efforts of junior personnel. May lead daily operational activities such as facilitation, problem solving, developing project and operational plans, communications, and recommending / developing processes and procedures. Develops project documentation in accordance with established policy and procedure. Ensures completion of deliverables in accordance with task order objectives.	Bachelor's degree in a technical discipline or relevant functional area to include finance and accounting; human resources; business administration or liberal arts.
Business Systems Analyst I	5	Reviews, analyzes, and evaluates business systems and user needs. Formulates systems to parallel overall business strategies. Writes detailed description of user needs, program functions, and steps required to develop or modify business processes and procedures.	Bachelor's degree in a technical discipline or relevant functional area to include finance and accounting; human resources; business administration, information technology or liberal arts.

Business Systems Analyst II	10	Reviews, analyzes, and evaluates business systems, user needs, departmental and federal mandates and guidelines. Formulates solutions to parallel overall business strategies. Writes detailed policies, procedures. Provides input to Federal Mandates and works with customer and industry to define business best practices. Demonstrates expertise in a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Leads and directs the work of others.	Bachelor's degree w/10-15 years' experience or MS/MA degree w/10 years' experience in a technical discipline or relevant functional area to include finance and accounting; human resources; business administration, information technology or liberal arts.
Business Systems Analyst III	15	Develops and defines systems scope and objectives based on both user needs and a good understanding of applicable business systems and industry requirements. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Includes analysis of business and user needs, documentation of requirements, and translation into proper system requirement specifications. Competent to work at the highest technical level of most phases of systems analysis while considering the business implications of the application of technology to the current and future business environment. Responsible for supervision of all Business Systems staff members.	Master's degree in a technical discipline or relevant functional area to include finance and accounting; human resources; business administration or liberal arts.
Domain Subject Matter Expert	10	Provides customer domain and/or business process specific expertise. Individual brings specific functional and technical knowledge and experience for a specifically defined task order requirement such as server technology, cloud computing or a functional domain such as health care or cyber security.	Bachelor's degree in a technical discipline or relevant functional area to include finance and accounting; human resources; business administration, information technology or liberal arts.

Functional Analyst I	3	Performs analysis of business and user needs and documents requirements. Develops and defines systems scope and objectives through research and fact-finding combined with working knowledge of business systems and industry requirements.	Bachelor's degree in a technical discipline or relevant functional area to include finance and accounting; human resources; business administration or liberal arts.
Functional Analyst II	6	Performs analysis of business and user needs and documents requirements. Develops and defines systems scope and objectives through research and fact-finding combined with working knowledge of business systems and industry requirements. May facilitate or lead a team of less experienced personnel in defining complex system requirements.	Bachelor's degree in a technical discipline or relevant functional area to include finance and accounting; human resources; business administration or liberal arts.
Program/Project Manager I	6	Responsible for ensuring the on-time and on budget completion of task deliverables and activities. May also possess specialized experience related to functional area of task order. Provides advisory guidance within a functional or technical discipline. Provides strategic guidance on content, format and flow to task and team leads in pursuit of overall deliverable completion. May be responsible for execution of task order. Provides leadership and oversight to task order members.	Bachelor's degree in a technical discipline or relevant functional area to include finance and accounting; human resources; business administration or liberal arts.

Program/Project Manager II	8	Responsible for providing leadership and management direction of the project or task order to include integration of all project activities and sub-contractors. Responsible for ensuring the on-time completion of task deliverables and activities. Responsible for direct client interface and any problem resolution.	Bachelor's degree in a technical discipline or relevant functional area to include finance and accounting; human resources; business administration or liberal arts.
Program/Project Manager III	10	Performs day-to-day management of overall contract support operations possibly involving multiple projects and groups of personnel at multiple locations. Organizes, directs and coordinates the planning and production of all contract support activities. Has authority and responsibility to identify and commit resources required to support specific projects or contracts. Establishes and alters (as necessary) program management structure to direct effective contract support activities.	Master's degree in business administration, engineering or related technical discipline. Acceptable experience on a major program or Project Management Institute (PMI)/Defense Acquisition (DAWIA) certification can substitute for a master's degree.
Administrative Support I	0	Directly supports Program Manager or Project Manager by maintaining personnel and other files; prepares correspondence, schedules, and coordinates travel. Assists in the preparation of presentation graphics and supports the development of contract deliverables and reports.	High School
Administrative Support II	4	Responsible for the effective administration of the business operations for an office, department, or division. Assures that acceptable administrative services are provided to the client within budget, on schedule and with a minimum of disruption. Carries out recurring office procedures independently. Reviews outgoing materials and correspondence for internal consistency and conformance with office procedures; assures that proper clearances have been obtained. Composes correspondence requiring some technical understanding. May assign and supervise the work of support personnel.	Associate's degree
Acquisition			

Acquisition Specialist I	2	Responsible for supporting acquisition project documentation to include technical status, cost, budget, risk, or schedule status in support of an acquisition project.	Bachelor's degree.
Acquisition Specialist II	4	Responsible for developing key deliverables on an acquisition project which may include analysis of alternatives, cost and economic information, market survey, or engineering, test, and production documents. Makes recommendations to project leadership regarding	Bachelor's degree.
Acquisition Specialist III	10	Responsible for leading teams and developing plans and documentation needed to support successful completion of major project milestone decisions. These may include acquisition plans economic analysis, test and evaluation master plans, logistics plans, training plans, fielding documentation or other documents in accordance with Agency or Defense Acquisition Directives, Federal Acquisition Regulations, or best business practices	Master's degree.
Engineering and Technical			
Configuration Management Specialist I	5	Responsible for configuration management planning. Describes provisions for configuration identification, change control, configuration status accounting and configuration audits. Identifies and maintains the original configuration of requirements documentation, design documentation, software, and related documentation. Tracks all problems and changes in product documents and software and reports changes and current configuration. Responsible for configuration audits. Supports audits to verify that requirements of all baselines have been met by the as-built software.	Bachelor's degree.
Configuration Management Specialist II	10	Responsible for configuration management planning. Describes provisions for configuration identification, change control, configuration status accounting and configuration audits. Identifies and maintains the original configuration of requirements documentation, design documentation, software, and related documentation. Regulates the change process so that only approved and validated changes are incorporated into product documents and related software. Responsible for configuration status accounting. Tracks all problems and changes in product documents and software and reports changes and current configuration. Responsible for configuration audits. Supports audits to verify that requirements of all baselines have been met by the as-built software.	Bachelor's degree.
Engineer I	4	Performs routine 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 making preliminary selections and adaptations of engineering alternatives.	Bachelor's degree in an engineering or technical field.

Engineer II	10	Has full technical responsibility for interpreting, organizing, executing, and coordinating assignments. Plans and develops engineering projects concerned with unique or controversial problems which have an important effect on major programs. This involves exploration of subject area, definition of scope and selection of problems for investigation, and development of novel concepts and approaches. Maintains liaison with individuals and units within or outside the organization with responsibility for acting independently on technical matters pertaining to the field.	Bachelor's degree in an engineering or technical discipline.
Engineer III	15	Makes decisions and recommendations that are recognized as authoritative and have an important impact on extensive engineering activities. Initiates and maintains extensive contacts with key engineers and officials of other organizations, requiring skill in persuasion and negotiation of critical issues. At this level, individuals will have demonstrated creativity, foresight, and mature engineering judgment in anticipating and solving unprecedented engineering problems, determining program objectives and requirements, organizing programs and projects, and developing standards and guides for diverse engineering activities.	Master's degree and 10 years' experience or Bachelor's degree and 15 years' experience.
Data Architect I	6	Designs and builds relational databases. Performs data access analysis design, and archive/recovery design and implementation. Develops strategies for data acquisitions, archive recovery, and implementation of a database. Develops object and data models and the metadata repository.	Bachelor's degree in computer science; management information systems; engineering, or related technical discipline.
Data Architect II	8	Responsible for setting enterprise data standards and developing of formal description of the data and data structures/metadata. Designs and builds relational databases. Performs data access analysis design, and archive/recovery design and implementation. Develops strategies for data acquisitions, archive recovery, and implementation of a database. Works in a data warehouse environment, which includes data design, database architecture, and metadata repository creation. Develops data warehousing blueprints, evaluating hardware and software platforms, and integrating systems. Reviews and develops object and data models and the metadata repository. Instructs, directs, and checks the work of other task personnel.	Bachelor's degree in computer science; management information systems; engineering, or related technical discipline.
IT Specialist II	6	Provides expertise in compiling, arranging, storing and retrieval of information to facilitate support of the customer, project, or program. Administers, evaluates, installs, maintains and provides overall support for LANs and WANs. Implements interface programs, develops security procedures, and regulate usage. Performs planning and cost analysis projects. Designs, tests, and implements LAN and WAN networks applications and troubleshoots problem areas. Coordinates network procedures, and standards. Assists training of users.	Bachelor's degree in computer science; management information systems; engineering, or related technical discipline.

Budget Analyst I	5	Performs routine and recurring budget analysis duties. Follows specific guidelines and previous budget reports in analyzing budgets for operating programs which are uniform and repetitive. Assisting operating officials in preparing budget requests and justifications by gathering, extracting, reviewing, verifying, and consolidating a variety of narrative and statistical data; examining budget requests for accuracy and conformance with procedures and regulations; and comparing budget requests with prior year estimates and current operating reports; analyzing operating reports to monitor program expenditures and obligations; and summarizing narrative and statistical data in budget forms and reports.	Bachelor's degree in finance or accounting or related experience to the functional program area.
Budget Analyst II	8	Provides analytical support for budgets which require annual modifications due to changing work processes, resource needs, funding requirements, or fluctuating revenue. Interprets guidelines and precedents and advises operating managers concerning budgeting policies. Performs in-depth analysis of budget requests using techniques such as cost-benefit analysis and program trade-offs, and by exploring alternative methods of funding; confers on modifications to budget requests; and interprets, revises, and develops procedures and instructions for preparing and presenting budget requests; identifies trends and recommends adjustments in program spending; advises management on budgeting deadlines and alternative means of accomplishing budgetary objectives; and serves as budgeting liaison between managers and staff of various organizational programs.	Bachelor's degree in finance or accounting or related experience to the functional program area.
Logistics and Training			
Logistics Analyst I	0	Under broad direction, performs logistic support functions. Must be familiar with the principles of purchasing, handling, control and transportation of material and other property. Works under general supervision. Performs tasks in support of logistics projects. Develops, upgrades and improves systems for tracking and reporting material, material handling procedures and scheduling.	Associate's degree
Logistics Analyst II	5	With minimal direction, performs logistic support functions. Must be familiar with the principles of purchasing, handling, control and transportation of material and other property. Works under limited supervision. Performs tasks in support of logistics projects. Develops, upgrades and improves systems for tracking and reporting material, material handling procedures and scheduling. May supervise other Logistics Analysts or Logisticians.	Bachelor's degree
Logistics Analyst III	10	Performs logistic support functions. Must be familiar with the principles of purchasing, handling, control and transportation of material and other property. Works independently. Performs tasks in support of logistics projects. Develops, upgrades and improves systems for tracking and reporting material, material handling procedures and scheduling. Directs and supervises other Logistics Analysts or logisticians. Makes recommendations to project leadership or client based on logistics performance.	Master's degree

Training Specialist I	0	Develops training documentation and training plans for both corporate and client use. Manages training schedules and program delivery. Coordinates venues to include contracts, tools, and support materials for on site or on-line training content. Manages training records to ensure compliance on corporate requirements such as annual security training and client program requirements such as IT certification training.	Bachelor's degree in a technical discipline or relevant functional area to include finance and accounting; human resources; business administration or liberal arts.
Training Specialist II	6	Responsible for content development. Conducts the research necessary to develop and revise training courses and prepares appropriate training manuals. Prepares all instructor materials (course outline, background material and training aids). Prepares all student materials (course manuals, workbooks, handouts, completion certificates and course evaluation forms). Trains personnel by conducting formal classroom courses, workshops, and seminars. Provides daily supervision to staff and develops additional trainers such as a Train the trainer program.	Bachelor's degree in a technical discipline or relevant functional area to include finance and accounting; human resources; business administration, information technology, engineering, or liberal arts.
Quality Assurance Manager	8	Manages the execution of the quality program to include developing the quality assurance plan and processes Performs and leads tests of software to ensure proper operation and freedom from defects. May create test data for applications. Documents and works to resolve all complex problems regarding process and procedure. Reports progress on problem resolution to management. Devises improvements to current procedures and develops models of possible future configurations. Acts as information resource about assigned areas to technical writers and other Quality Assurance Analysts. Performs complex workflow analysis and recommends quality improvements. Plans for and conducts quality audits. Manages contractor portion of quality assurance surveillance plan.	Bachelor's degree in a technical discipline or relevant functional area to include finance and accounting; human resources; business administration, information technology, engineering, or liberal arts.

Earned Value Management (EVM) Specialist	8	Responsible for earned value management analysis for major tasks. Tracks cost, schedule and performance planned versus actual for all elements of a project's work breakdown structure. Applies earned value management experience to assess project risk and make recommendations for improvement or correction to project leadership and client. Uses industry standard project management tools such as Primavera or Microsoft Project.	Bachelor's degree. Industry certification such as PMI or DAWIA is preferred.
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Service Contract Act: The Service Contract Act (SCA) is applicable to this contract as it applies to the entire Professional Services Schedule (PSS) Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the contractor adds SCA labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

0 years minimum experience is equivalent to a Bachelor's Degree except for Administrative Support categories and Logistics Analyst I where high school diploma or Associate's Degree apply.

Appropriate/relevant professional certifications are equivalent to two (2) years of experience.