



**JAB INNOVATIVE SOLUTIONS, LLC**

**12932 Ness Hollow Court**

**Bristow, VA 20136-3124**

[www.jab-llc.com](http://www.jab-llc.com)

**AUTHORIZED  
FEDERAL SUPPLY SCHEDULE PRICELIST  
MISSION ORIENTED BUSINESS INTEGRATED SERVICES (MOBIS)**

Federal Supply Group: 874

Contract Number GS-10F-0424X

Contract Period: August 11, 2011 – August 10, 2016

Contract Administrator: Gayle Connelly

Email Address: [gayle.connelly@jab-llc.com](mailto:gayle.connelly@jab-llc.com)

Business Size: Small Business, Service Disabled Veteran Owned

**General Services Administration  
Federal Acquisition Service**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The INTERNET address for GSA Advantage! Is: [www.GSAAdvantage.gov](http://www.GSAAdvantage.gov)



## TABLE OF CONTENTS

TITLE	PAGE
1a. Customer Information	4
1b. <b>JAB Innovative Solutions, LLC</b> <b>Pricelist</b>	4-5
SIN 874-1 Pricing	
SIN 874-6 Pricing	5-6
SIN 874-7 Pricing	6-7
1c. Labor Category Descriptions	7-35
2. Maximum Order	36
3. Minimum Order	36
4. Geographic Coverage	36
5. Point of Production	36
6. Discount from list prices	36
7. Quantity Discount	36
8. Prompt Payment Terms	36
9a & b. Government Purchase Cards	36
10. Foreign Items	36
11a,b,c Delivery Times	36
11d. Urgent Requirements	36
12. F.O.B. Point	36
13a. Ordering Address	36
13b. Ordering Procedures	36
14. Payment Address	36
15. Warranty provision	37



16. Export packing charges	37
17. Terms and Conditions of Government Purchase Card Acceptance	37
18. Terms and conditions of rental, maintenance and repair	37
19. Terms and conditions of installation	37
20. Terms and conditions of repair parts	37
21. List of service and distribution points	37
22. List of participating dealers	37
23. Preventive Maintenance	37
24. Data Universal Number System (DUNS) Number	37
25. Central Contractor Registration (CCR)	37
Where to call for ordering assistance	37



## CUSTOMER INFORMATION

1a. Awarded Special Item Numbers include:

**Special Item Number 874-1 -Consulting Services** - Contractors shall provide expert advice, assistance, guidance or counseling in support an agency's mission-oriented business functions

**Special Item Number 874-6 - Acquisition Management Support** - Contractors shall provide professional support services to agencies in conducting federal acquisition management activities

**Special Item Number 874-7 - Program and Project Management** - Contractors shall provide services to assist agencies in planning, initiating, managing, executing, and closing out mission-oriented business programs and projects

1b. **JAB Innovative Solutions, LLC Pricelist:**

SIN 874-1, Consulting Services	GSA YEAR 1	GSA YEAR 2	GSA YEAR 3	GSA YEAR 4	GSA YEAR 5
LABOR CATEGORY					
Principle Performance Metrics Specialist	\$361.74	\$369.48	\$367.39	\$375.47	\$383.73
Principle Management Analyst	\$361.74	\$369.48	\$367.39	\$375.47	\$383.73
SME Business Case Analyst	\$201.00	\$205.42	\$209.94	\$214.56	\$219.28
Management Analyst	\$100.50	\$102.71	\$104.97	\$107.28	\$109.64
Sr. Management Analyst	\$125.62	\$128.38	\$131.21	\$134.09	\$137.04
Sr. Financial Cost Analyst	\$100.50	\$102.71	\$104.97	\$107.28	\$109.64
Jr. Financial Cost Analyst	\$ 80.40	\$ 82.17	\$ 83.98	\$ 85.82	\$ 87.71
Sr. Technical Writer	\$125.62	\$128.38	\$131.21	\$134.09	\$137.04



Technical Writer	\$100.50	\$102.71	\$104.97	\$107.28	\$109.64
Internet Specialist	\$100.50	\$102.71	\$104.97	\$107.28	\$109.64
Document Specialist	\$ 62.82	\$ 64.20	\$ 65.61	\$ 67.06	\$ 68.53
QA Analyst	\$100.50	\$102.71	\$104.97	\$107.28	\$109.64
QA Manager	\$150.75	\$154.07	\$157.46	\$160.92	\$164.46
QA Specialist	\$ 62.82	\$ 64.20	\$ 65.61	\$ 67.06	\$ 68.53
Administrative Support	\$ 50.25	\$ 51.36	\$ 52.49	\$ 53.64	\$ 54.82
SME Principle Business Analyst	\$251.25	\$256.78	\$262.43	\$268.20	\$274.10
Functional Analyst	\$ 60.30	\$ 61.63	\$ 62.98	\$ 64.37	\$ 65.78
System Specialist	\$ 90.45	\$ 92.44	\$ 94.47	\$ 96.55	\$ 98.68
System Analyst	\$ 90.45	\$ 92.44	\$ 94.47	\$ 96.55	\$ 98.68
Procurement Analyst	\$125.62	\$128.38	\$131.21	\$134.09	\$137.04
Logistics Subject Matter Expert (SME)	\$150.75	\$154.07	\$157.46	\$160.92	\$164.46
Property Administrator	\$ 50.25	\$ 51.36	\$ 52.49	\$ 53.64	\$ 54.82
Lead Business Analyst	\$150.75	\$154.07	\$157.46	\$160.92	\$164.46
Training Specialist	\$ 90.93	\$ 92.93	\$ 94.97	\$ 97.06	\$ 99.20
Sr. Training Specialist	\$150.75	\$154.07	\$157.46	\$160.92	\$164.46
Principal Consultant	\$220.14	\$224.98	\$229.93	\$234.99	\$240.16
Consultant	\$172.28	\$176.07	\$179.94	\$183.90	\$187.95
Sr. Subject Matter Expert	\$146.44	\$149.66	\$152.95	\$156.32	\$159.76
Subject Matter Expert	\$122.51	\$125.21	\$127.96	\$130.77	\$133.65
<b>SIN 874-6, Acquisition Management Support</b>					
Sr. Acquisition Specialist	\$150.75	\$154.07	\$157.46	\$160.92	\$164.46
Jr. Acquisition Specialist	\$100.50	\$102.71	\$104.97	\$107.28	\$109.64
Sr. Management Analyst	\$125.62	\$128.38	\$131.21	\$134.09	\$137.04
Management Analyst	\$100.50	\$102.71	\$104.97	\$107.28	\$109.64



Sr. Financial Cost Analyst	\$100.50	\$102.71	\$104.97	\$107.28	\$109.64
Jr. Financial Cost Analyst	\$ 80.40	\$ 82.17	\$ 83.98	\$ 85.82	\$ 87.71
Contract Specialist	\$100.50	\$102.71	\$104.97	\$107.28	\$109.64
Technical Writer	\$100.50	\$102.71	\$104.97	\$107.28	\$109.64
QA Specialist	\$ 62.82	\$ 64.20	\$ 65.61	\$ 67.06	\$ 68.53
QA Manager	\$150.75	\$154.07	\$157.46	\$160.92	\$164.46
QA Analyst	\$100.50	\$102.71	\$104.97	\$107.28	\$109.64
Administrative Support	\$ 50.25	\$ 51.36	\$ 52.49	\$ 53.64	\$ 54.82
SME Principle Business Analyst	\$251.25	\$256.78	\$262.43	\$268.20	\$274.10
Functional Analyst	\$ 60.30	\$ 61.63	\$ 62.98	\$ 64.37	\$ 65.78
System Specialist	\$ 90.45	\$ 92.44	\$ 94.47	\$ 96.55	\$ 98.68
System Analyst	\$ 90.45	\$ 92.44	\$ 94.47	\$ 96.55	\$ 98.68
Procurement Analyst	\$125.62	\$128.38	\$131.21	\$134.09	\$137.04
Acquisition Support Specialist	\$125.62	\$128.38	\$131.21	\$134.09	\$137.04
Logistics Subject Matter Expert (SME)	\$150.75	\$154.07	\$157.46	\$160.92	\$164.46
Property Administrator	\$ 50.25	\$ 51.36	\$ 52.49	\$ 53.64	\$ 54.82
Lead Business Analyst	\$150.75	\$154.07	\$157.46	\$160.92	\$164.46
Training Specialist	\$ 90.93	\$ 92.93	\$ 94.97	\$ 97.06	\$ 99.20
Sr. Training Specialist	\$150.75	\$154.07	\$157.46	\$160.92	\$164.46
<b>SIN 874-7, Program &amp; Project Management Services</b>					
Sr. Management Analyst	\$125.62	\$128.38	\$131.21	\$134.09	\$137.04
Management Analyst	\$100.50	\$102.71	\$104.97	\$107.28	\$109.64
Sr. Financial Cost Analyst	\$100.50	\$102.71	\$104.97	\$107.28	\$109.64
Jr. Financial Cost Analyst	\$ 80.40	\$ 82.17	\$ 83.98	\$ 85.82	\$ 87.71
Contract Specialist	\$100.50	\$102.71	\$104.97	\$107.28	\$109.64



QA Specialist	\$ 62.82	\$ 64.20	\$ 65.61	\$ 67.06	\$ 68.53
QA Manager	\$150.75	\$154.07	\$157.46	\$160.92	\$164.46
QA Analyst	\$100.50	\$102.71	\$104.97	\$107.28	\$109.64
Administrative Support	\$ 50.25	\$ 51.36	\$ 52.49	\$ 53.64	\$ 54.82
Procurement Analyst	\$125.62	\$128.38	\$131.21	\$134.09	\$137.04
Logistics Subject Matter Expert (SME)	\$150.75	\$154.07	\$157.46	\$160.92	\$164.46
Property Administrator	\$ 50.25	\$ 51.36	\$ 52.49	\$ 53.64	\$ 54.82
Lead Business Analyst	\$150.75	\$154.07	\$157.46	\$160.92	\$164.46
Technical Writer	\$100.50	\$102.71	\$104.97	\$107.28	\$109.64
Program Analyst	\$ 62.82	\$ 64.20	\$ 65.61	\$ 67.06	\$ 68.53
Program Control Analyst	\$ 50.25	\$ 51.36	\$ 52.49	\$ 53.64	\$ 54.82
Program Integrator	\$ 62.82	\$ 64.20	\$ 65.61	\$ 67.06	\$ 68.53
Program Manager	\$150.75	\$154.07	\$157.46	\$160.92	\$164.46
Functional Analyst	\$ 60.30	\$ 61.63	\$ 62.98	\$ 64.37	\$ 65.78
Training Specialist	\$ 90.93	\$ 92.93	\$ 94.97	\$ 97.06	\$ 99.20
Sr. Training Specialist	\$150.75	\$154.07	\$157.46	\$160.92	\$164.46
Sr. Project Manager	\$148.36	\$151.61	\$154.95	\$158.36	\$161.84
Site Manager	\$122.51	\$125.21	\$127.96	\$130.77	\$133.65
Graphics Support Analyst	\$ 65.08	\$ 66.51	\$ 67.98	\$ 69.47	\$ 71.00

**NOTE: All rates are hourly and include the GSA IFF Fee**

### 1c. JAB Innovative Solutions Labor Category Descriptions

Labor Category	PROGRAM MANAGER
Responsibilities:	Applies specialized expertise to assist clients identify management, organizational and business issues and develop strategic initiatives. Acts as single source of contact to the Contracting Officer (CO), the Contracting Officer's Representative (COR), Government Management



	<p>personnel, customer representatives and other contracting organizations. Develops proposals and recommendations, detailed project/work plans, assigns resources, evaluates and reports progress. Ensures implementation as agreed. Provides leadership and direction to other project/work participants. Demonstrated Ability to work independently and develop/execute complex tasks. May serve as an outside, independent reviewer for recommendations and proposals.</p>
Minimum Experience:	<p>15 years developing projects including business plans, strategies and management of costs and resources. This experience may also include determining requirements, developing operational plans, managing multi-task, complex contracts, report development, generating proposals for improvements, consultation regarding other work products, and overseeing implementation efforts. Demonstrated expertise in negotiating, planning, evaluating, executing and managing complex projects.</p>
Education:	<p>Bachelors degree or four (4) years of relevant experience</p>
Industry	<p>IT Consulting, Network Engineering, Network Management, Facility Management, Critical Systems, Systems Engineering, Business Systems, Disaster Recovery, Technical Consulting, S/W Application Development, Process Improvement, Systems/Network Integration, and Systems Administration</p>

**GSA Hourly Rate: \$150.75**

Labor Category	
<b>SENIOR PROJECT MANAGER</b>	
Responsibilities:	<p>Serves as a technical manager, and the contractor's authorized technical interface with the COR, Government Personnel, and customer agency representatives. Responsive for providing technical and managerial leadership of major program in specialized area of technology and for overall task performance.</p>
Minimum Experience:	<p>10 Years of progressive experience which includes: managing, directing, and implementing information technology projects, demonstrated ability to provide technical direction for projects, proven expertise in management and control of funds and resources, and demonstrated capability in managing contracts. Must possess extensive knowledge of engineering and management concepts, procedures and practices. General experience includes increasing</p>





	responsibilities in information systems design and management; management of a diverse group of functional activities, subordinate groups of technical and administrative personnel; and management and control of funds and resources, and demonstrated capability in managing complex, multi-task commercial and government contracts.
Education:	Bachelors degree or four (4) years of relevant experience
Industry	Computer Science, Information Systems, Engineering, Business Systems or other related Scientific or Technical discipline.
<b>GSA Hourly Rate:</b>	<b>\$148.36</b>

Labor Category	SITE MANAGER
Responsibilities:	Responsible for activities for a Government site, facility or multiple locations. Identifies changes in computer and systems technology and interprets their meaning to senior management, bringing current and future knowledge of technology and systems as applied to the client's requirements. Provides technical assistance to facilitate planning and directing the design, installation, modification and operation of an information systems capability. Prepares long and short range plans for application selection, systems development, systems maintenance, production activities and for necessary support resources. Also responsible for applications systems analysis and programming activities for a group or section. Responsible for feasibility studies, time and cost estimates, and the establishment and implementation of new and revised applications systems and programs. Assists in projecting software and hardware requirements. Assigns personnel to various projects and directs their activities; reviews and evaluates their work and prepares performance reports. Confers with and advises subordinates on administrative policies and procedures, technical problems, priorities and methods. Consults with personnel in other information systems sections to coordinate activities. Prepares activity and progress reports regarding the activities of the applications systems and programming section. Confers and consults with Government personnel regarding performance and scheduling issues on tasks.
Minimum Experience:	Ten years of progressive and intensive experience managing, with at least two years of relevant experience in a position with duties commensurate to those defined in the task order requirement. Or five



	years specialized experience in a position with duties commensurate to those defined in the task order requirement.
Education:	Bachelor's degree from an accredited college or university.
Industry	Computer science, information systems, engineering or a mathematics-intensive discipline or major field of study which either provided substantial knowledge useful in managing large complex Automated Information Systems (AIS) projects or is closely related to the work as described and required by the task.

**GSA Hourly Rate:** **\$122.51**

Labor Category	
<b>DOCUMENT SPECIALIST</b>	
Responsibilities:	Prepares technical documentation, which includes researching for applicable government and industry documentation pertaining to all aspects of information and general engineering. Demonstrated ability to work independently or under only general direction developing, editing, and producing technical and graphic documentation for information technology systems. Must have a basic understanding of computer processing, including commonly used information technology terminology. Assists in collecting and organizing information required for preparation of user's manuals, special reports, training materials, installation guides, proposals, and reports. Revises text and recommends changes in scope, format, and content to ensure conformance with established standards. May edit, standardize, or make changes to material prepared by other writers. Duties include writing, editing, and graphics presentation of engineering and management information for both technical and non-technical personnel. Organizes material and completes writing assignments with regard to order, clarity, conciseness, style, and terminology. Interprets technical documentation standards and prepares documentation accordingly. Must possess strong organizational, communication, and presentation skills. Performs final quality assurance on all materials.
Minimum Experience:	This position requires a minimum of four (4) years of progressively responsible experience, of which at least two (2) years must be specialized experience developing, editing, and producing technical and graphic documentation for information or engineer technology systems. Must have a thorough understanding of computer processing, including commonly used information technology and engineer



	terminology and must possess good organizational skills, additional experience must be gained from a combination of education, training, or certification (arts diploma) that provides the requisite knowledge, skills, and abilities.
Education:	Associates degree
Industry	Specialization in English, journalism, literature or other related discipline.
<b>GSA Hourly Rate:</b>	<b>\$62.82</b>

<b>Labor Category</b>	<b>ADMINISTRATIVE SUPPORT</b>
Responsibilities:	Responsible for developing, drafting, writing and editing reports, briefs, proposals, and other documents in support of a client's requirements. Interfaces with personnel to coordinate meetings, maintain logs, records and files, provides end-user support, and performs general administrative duties. Assists in budgetary, billing, and financial management. Must be capable of working independently. Must be able to communicate orally and in writing with all levels of an organization as required.
Minimum Experience:	Two years of general experience in office automation developing, writing, proofreading, editing reports, proposal and documents in support of IT operations.
Education:	High school graduate or equivalent and or vocational training.
Industry	General administrative typing, word processing, graphics, technical publication equipment.
<b>GSA Hourly Rate:</b>	<b>\$50.25</b>

<b>Labor Category</b>	<b>GRAPHIC SUPPORT ANALYST</b>
Responsibilities:	Performs artistic and technical work in design, illustration, and preparation of drawn, printed and photographed material for publication, professional renderings and animations for promotions and marketing, duplication, television broadcasting and other audio and visual presentations. Ensures compliance to Government and commercial graphics standards and with delivery schedules. Works



	with systems and design engineers, project and program managers. Develops and updates graphic presentations to improve the quality and enhance the usability of reports, plans, and presentation documents. Responsible for integrating graphics generated with automated tools within customer documents. Follows quality assurance processes and procedures.
Minimum Experience:	This labor category requires a minimum of at least two (2) years progressively responsible experience in graphics and 3-D animation activities related to presentations, pamphlets, videos, brochures, marketing, promotional materials, or related products which require the inclusion of charts, graphs, viewgraphs, 36mm slides, illustrations, artwork, solid images, line figures, photographs, sketches and pictures as part of the finished product. Must be knowledgeable, capable, and experienced in the use of commercial word processing software, graphics and animation software, and desktop publishing systems. Additional experience must be gained from a combination of education, training, or certification (technical diploma) that provides the requisite knowledge, skills, and abilities.
Education:	Associates degree in graphics/fine arts is desired.
Industry	Graphics/fine arts, television arts, communications, and associated disciplines.

**GSA Hourly Rate:** **\$65.08**

Labor Category	
<b>PRINCIPAL CONSULTANT</b>	
Responsibilities:	Applies a set of disciplines and expertise to assist clients identify management, organization and business issues and develop strategic initiatives. Proposals and recommendations are the result of study and analysis of current and desired states. Develops project/work plans, assigns and monitors other resources to ensure timely completion of work in a high quality manner. Periodically reports on project/work status. Ensures implementation as agreed. Provides leadership and direction to other project/work participants and services as a liaison with client personnel. May service as an outside, independent reviewer of recommendations and proposals. May act in the capacity of an advisor to the Chief Information Officer.
Minimum Experience:	15 Years experience providing expert advice, assisting guiding,



counseling or managing others in support of technical management and initiatives and organizational and business improvement efforts. This experience may also include studies, analysis and reports documenting historical and current states, proposals for improvement, consultation regarding other work products, or overseeing implementation efforts. Demonstrated expertise in planning, evaluating, executing and coordinating large, complex projects.

**Education:** Advanced Degree and fifteen (15) years of relevant experience

**Industry** IT Consulting, Network Engineering, Network Management, Facility Management, Critical Systems, Systems Engineering, Business Systems, Disaster Recovery, Technical Consulting, S/W Application Development, Process Improvement, Systems/Network Integration, and Systems Administration

**GSA Hourly Rate:** **\$220.14**

**Labor Category** **CONSULTANT**

**Responsibilities:** Applies specialized expertise to resolve client’s management, organization and business issues. Develops proposals and recommendations, detailed project/work, plans, evaluates and reports progress. Ensures integration and implementation as agreed. Demonstrated ability to work independently and develop/execute complex tasks.

**Minimum Experience:** 7 Years experience providing specialized advices, assistance, guidance, counseling, or work coordination in support of client management, organizational and business improvement projects. This experience may also include integration and implementation of projects across multiple entities. Demonstrated experience in planning, evaluating, performing and coordinating project work in subject matter expertise. Ability to analyze problems and issues, develop recommendations and provide direction to support staff.

**Education:** Bachelors degree or four (4) years of relevant experience

**Industry** IT Consulting, Network Engineering, Network Management, Facility Management, Critical Systems, Systems Engineering, Business Systems, Disaster Recovery, Technical Consulting, S/W Application Development, Process Improvement, Systems/Network Integration,



and Systems Administration

**GSA Hourly Rate: \$172.28**

<b>Labor Category</b>	<b>SENIOR SUBJECT MATTER EXPERT</b>
Responsibilities:	<p>The Senior Subject Matter Expert is employed for a specific period or for a defined deliverable product which requires specialized technical or functional experience or skills. He/she applies subject matter expertise to resolve complex technical or functional problems. Provides extremely high level subject matter expertise for work described in the task. Provides advanced technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, training, and implementation advice on complex problems which require doctorate level knowledge of the subject matter for effective implementation. Participates as needed in all phases of development with emphasis on the planning, analysis, testing, integration, documentation, training and presentation phases. Applies Principals, methods, and knowledge of specific functional areas of expertise to specific task order requirements. Provides advice on esoteric problems which require extensive knowledge of the subject matter. Designs and prepares technical reports, studies, and related documentation, makes charts and graphs to record results, prepares and delivers presentations, training, and briefings as required by the task order.</p>
Minimum Experience:	<p>The Subject Matter Expert – Senior is required to provide proven experience and expertise with depth and breadth of knowledge on a specific problem, task, or subject. Five years of task related experience in the identified field of study or specialization.</p>
Education:	<p>PhD from an accredited college or university or a MS with qualifying experience in the specific subject matter discipline as identified in the statement of work.</p>
Industry	<p>Subject Matter Expert is a recognized expert in his/her particular field, and may have his/her origin in the business world, academia, public service, or the scientific community.</p>

**GSA Hourly Rate: \$146.44**



<b>Labor Category</b>	<b>SUBJECT MATTER EXPERT</b>
<b>Responsibilities:</b>	Provides technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems which require graduate level knowledge of the subject matter for effective implementation. Participates as needed in all phases of software development with emphasis on the planning, analysis, testing, integration, documentation and presentation phases. Applies Principals, methods and knowledge of the functional area of expertise to specific task order requirements, advanced mathematical Principals and methods to exceptionally difficult and narrowly defined technical problems in engineering and other scientific applications to arrive at automated solutions. Designs and prepares technical reports, studies, and related documentation, makes charts and graphs to record results. Prepares and delivers presentations and briefings as required by the task order. Technical support includes technical advice on security requirements for highly specialized IT applications, technical report preparation or other services as required by the task order.
<b>Minimum Experience:</b>	Three years of intensive and progressive experience in the individual's field of study and specialization
<b>Education:</b>	Bachelor's degree from an accredited college, university or comparable relevant experience.
<b>Industry</b>	Computer science, information systems, engineering or a mathematics-intensive discipline which provides substantial knowledge useful in managing large, complex projects, that is closely related to the work to be automated, or is a task related physical science.
<b>GSA Hourly Rate:</b>	<b>\$122.51</b>

<b>Labor Category</b>	<b>SYSTEM SPECIALIST</b>
<b>Responsibilities:</b>	Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems. Develops or makes enhancements to existing systems to improve business methods consistent with organization-wide initiatives. Includes architectural planning, participates in new technology analysis,



	tradeoff studies, test planning and design analysis.
Minimum Experience:	Five (5) years experience in information systems development, network design and architecture, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. Of the five years experience, a minimum of three years of experience must involve the design and implementation of large scale, legacy, networked client/server or distributed systems.
Education:	Bachelors degree or four (4) years of relevant experience
Industry	Computer Science, Information Systems, Engineering, Business or other related discipline
<b>GSA Hourly Rate:</b>	<b>\$90.45</b>

<b>Labor Category</b>	<b>SYSTEM ANALYST</b>
Responsibilities:	Provides high level functional and IT analysis, design, development, integration, documentation, and implementation assistance on problems which require a thorough knowledge of the related technical subject matter for effective system deployment. Participates in all phases of systems development. Applies Principles and methods of the functional area to difficult problems in technical areas to arrive at automated solutions. Designs and prepares technical reports and related documentation, and makes charts and graphs to record results. Prepares and delivers presentations and briefings as required by the task order.
Minimum Experience:	Five years of intensive and progressive experience in functional or IT analysis/programming of subject matter closely related to the work to be automated.
Education:	High School Diploma
Industry	Information Technology, Telecommunication, Information Assurance
<b>GSA Hourly Rate:</b>	<b>\$90.45</b>





Labor Category	INTERNET SPECIALIST
Responsibilities:	Provides support in architectural design of moderately complex Internet-based enterprise systems. Familiar with Web hosting infrastructure and key Web hosting components such as Web Servers, middleware servers, load balancers, firewalls, and Internet protocols (HTTP, TCP, FTP, DNS). Independently implements Web components, such as user interfaces, data access objects and business logics by analyzing functional specifications and interpreting system design specifications. Prepares and reviews user manuals, maintenance guides, training materials, and installation guides. Conducts system/subsystem tests, and prepares test results documents. Troubleshoots and analyzes systems anomalies, and recommends corrective actions. Ensures that implementation is in compliance with requirements and design specifications. Require minimal supervision.
Minimum Experience:	IT related discipline with minimum 3-6 years general experience of which at least two (2) years must be specialized internet experience.
Education:	Bachelor's Degree or equivalent in
Industry	Information Technology, Computer Science, Graphic Design
<b>GSA Hourly Rate:</b>	<b>\$100.50</b>

Labor Category	PROPERTY ADMINISTRATOR
Responsibilities:	<p>Property Administrator coordinates property control activities to ensure continual accountability of government and associate contractor property in accordance with applicable government regulations. Maintains property accountability records, oversees the receipt, utilization, and disposal of surplus or obsolete material or equipment. Arranges for movement or shipment of property, as necessary. Participates in property audits and annual inventory. Prepares periodic and special purpose reports.</p> <p>Provides support in relation to receipt, identification, and transportation of assets, catalogs software licenses as installed on government assets.</p>



Minimum Experience:	High school diploma required. Some college preferred. Minimum three years administrative or general office clerk experience in a property management environment required. Excellent written and verbal English communication skills to write memos and reports. Strong communications skills to interact with tenants, vendors and other contacts within the government. General knowledge of accounting Principals. Proficient in Microsoft Office (Word, Excel, Outlook, etc.)
Education:	High School Diploma and 3 years property experience
<b>GSA Hourly Rate:</b>	<b>\$50.25</b>

<b>Labor Category</b>	
<b>PROGRAM CONTROL ANALYST</b>	
Responsibilities:	<p>The Program Control Analyst maintains and updates Appointment Calendars for the Program Manager (PM), Deputy Program Manager (DPM), and Assistant Program Managers (APMs), as required. Supports the gathering of inputs for administrative data calls, drafting responses and revising data call responses reviewed by the DPM and/or PM.</p> <p>Provides support to draft, prepare, edit and coordinate various reports, briefs, papers, and other written documentation required for the proper functioning of the Program Office, using the DoD Correspondence Manual. Documents are free of errors in spelling, grammar, punctuation and in the proper format specified by the requestor. Documents are finalized and submitted on schedule as required. Receives, opens, reviews, and routes mail and faxed documents as appropriate. Mail and faxed documents are routed to the appropriate individual. Prepares outgoing correspondence and documents for mailing, including proper addressing and postage. Prepares route slips for all action correspondence, annotating the Correspondence Control Log. Assists admin staff in updating correspondence/document tracking system. Monitors Correspondence Suspense Files, updating them as correspondence is processed, and notifying the appropriate program office of overdue action items, utilizing a weekly Correspondence Tickler.</p>
Minimum Experience:	High school diploma required. Some college preferred. Minimum three years administrative or general office clerk experience in a analyst



	environment required. Excellent written and verbal English communication skills to write memos and reports. Strong communications skills to interact with tenants, vendors and other contacts within the government. General knowledge of accounting Principals. Proficient in Microsoft Office (Word, Excel, Outlook, etc.)
Education:	Bachelor's degree from an accredited college or university in electrical, electronic or computer engineering; computer science; or a related field.
Industry	High School Diploma and 3 years program analyst experience
<b>GSA Hourly Rate:</b>	<b>\$50.25</b>

Labor Category	
<b>FUNCTIONAL ANALYST</b>	
Responsibilities:	The functional analyst also acts as a liaison between the Information Technology department and the <a href="#">various</a> government departments of an agency. These analysts must understand the goals of the departments in the agency and must then determine how to alter the computer systems to make them more useful to the employees. The functional analyst must also update information systems while keeping overall business objectives in mind. Functional analysts also help employees develop websites that are used in solving agency objectives. Any changes made to the information technology in the agency must be documented by the functional analyst. Solutions are based on a firm understanding of government/industry policy, practices, procedures, customer requirements, and emerging security technologies and future trends in support of information systems. Operates under deadlines and able to work on multiple tasks.
Minimum Experience:	This position requires a minimum of five years task related experience.
Education:	Bachelor's Degree or equivalent with a minimum of four (4) years of general experience. .
<b>GSA Hourly Rate:</b>	<b>\$60.30</b>



<b>Labor Category</b>	<b>PROGRAM INTEGRATOR</b>
Responsibilities:	The Program Integrator is responsible for driving program execution. The PI works to ensure that necessary resources are applied and delivering to plan execution. In addition the LPI works with a small to mid-sized cross-functional team to ensure program definition, execution, quality and productivity targets. PI will work with various projects and programs including business case development, project scheduling, and program execution.
Minimum Experience:	This position requires a minimum of two years task related experience.
Education:	Bachelor's degree from an accredited college or university in electrical, electronic or computer engineering, computer science, or a related field.
<b>GSA Hourly Rate:</b>	<b>\$62.82</b>

<b>Labor Category</b>	<b>TRAINING SPECIALIST</b>
Responsibilities:	Develops, implements, and maintains training scenarios, approaches, objectives, plans, tools, aids, curriculums, and other state of the art technologies related to training and behavioral studies. Identifies the best approach training requirements to include, but not limited to hardware, software, simulations, course assessment and refreshment, assessment centers, oral examinations, interviews, computer assisted and adaptive testing, behavior-based assessment and performance, and team and unit assessment and measurement. Utilizes various iterative process-improvement and best methodologies in applied psychology, psychometrics, educational measurement, and other related disciplines. Develops and maintains knowledge bases, conduct applied and advanced research methodologies, develop tests, surveys, training materials, data collection measures, statistical and other analysis, and identify, conceptualize and secure new research and development areas.
Minimum Experience:	Two years intensive or progressive experience in the individual's field of study or specialization. Master's degree may be substituted for experience requirement.



Education:	Bachelor's degree from an accredited college or university with a curriculum or major field of study which provides substantial knowledge relevant to the task order.
Industry	Computer Science, Information Systems, engineering, business, or other related discipline.
<b>GSA Hourly Rate:</b>	<b>\$90.93</b>

<b>Labor Category</b>	
<b>LOGISTICS SUBJECT MATTER EXPERT (SME)</b>	
Responsibilities:	Prepares logistics support documentation and source data, such as logistics operational management/user documents, integrated logistics support plans, user logistics support summaries, post-production support plans, and logistics implementation plans. Implements logistics plans, databases, and support files to support the fielding of new complex information systems or major modifications. Applies logistics Principals and methods to specialized logistics solutions. Performs logistics database management functions. Performs logistics inventories and related logistics functions. Works independently and leads the implementation of logistics discipline.
Minimum Experience:	This position requires a minimum of five years experience, of which at least one year must be specialized. Experience in various logistics support functions and their automated support systems, involving maintenance planning, personnel planning, training, support equipment, test equipment, technical and logistics data, facilities support, supply support and warehousing. Specialized experience includes knowledge of logistics management Principals and procedures, logistics documentation and automated logistics applications. General experience includes general logistics warehousing functions and documentation.
Education:	High school graduate or equivalent and applicable functional area certification or two years undergraduate education.
Industry	Any
<b>GSA Hourly Rate:</b>	<b>\$150.75</b>



Labor Category	QA SPECISLITS
Responsibilities:	Experience that demonstrated a practical knowledge in monitoring, controlling, or maintaining the quality of products or services in quality assurance, procurement, inspection, production, or related areas. Examples include: 1) Reviewing production activities and capabilities in light of contract quality requirements. 2) Reviewing written quality or inspection procedures for adequacy, and evaluating the implementation and effectiveness of quality/inspection systems, including sampling plans. 4) Analyzing quality data to detect unsatisfactory trends or weaknesses in the quality/inspection system. 5) Verifying by test or inspection, using sampling inspection or intensive product inspection techniques, that products comply with requirements prior to acceptance. 6) Identifying inadequacies and requesting corrective action.
Minimum Experience:	This position requires a minimum of five years task related experience.
Education:	Bachelor's Degree or equivalent with a minimum of four (4) years of general experience. .

**GSA Hourly Rate: \$62.82**

Labor Category	PROGRAM ANALYST
Responsibilities:	The incumbent provides analytical services in support of a broad range of management and program related issues. Plans, designs, develops, and conducts a variety of independent and interdependent studies and activities. Work is directed towards identification assessment, mitigation and/or anticipation of issues deriving from, or associated with, strategic and organizational issues (e.g., national, regional, and local levels). Reviews and evaluates national standards, policies, and procedures required to provide the leadership and maintain the integrity of Strategic Planning objectives. Typical assignments include: ensuring that organization operating plans are relative to strategic and organizational goals. Ensures service delivery commitments and performance metrics will link to and impact



achievement of organizational and mission goals. Ensures that financial ties are created for each initiative and that budget planning links exist for each of the initiatives and expected accomplishments. Collects milestone and progress data from divisions on a regular basis to record and report on organizational goals and objective achievements. May serve as a liaison with other government divisions and as a program integrator for strategic planning and pathway team efforts.

**Minimum Experience:** Must have specialized experience which is in or related to the line of work of the position to be filled and has equipped the applicant with the particular knowledge, skills, and abilities to successfully perform the duties of the position. To be creditable, specialized experience must be at least equivalent to 4 years experience in the field.

**Education:** Bachelor's degree from an accredited college or university in electrical, electronic or computer engineering, computer science, or a related field.

**GSA Hourly Rate:** \$62.82

<b>Labor Category</b>		<b>JR. FINANCIAL COST ANALYST</b>
<b>Responsibilities:</b>	Performs functional economic analysis to evaluate the costs of alternative ways to accomplish functional objectives. The functional economic analysis states investment costs, benefits and risks as a net change to the functional baseline cost, the cost of doing business now and in the future. Ensures that cross-functional, security and other integration issues are addressed.	
<b>Minimum Experience:</b>	Three years specialized experience which includes: demonstrated experience in providing technical and financial justifications. General experience includes increasing responsibilities of a technical and fiscal nature.	
<b>Education:</b>	Bachelor's degree from an accredited college or university with a curriculum or major field of study which provides substantial knowledge relevant to the task order.	
<b>Industry</b>	Any.	



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**GSA Hourly Rate:**            **\$80.40**

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<b>Labor Category</b>	<b>MANAGEMENT ANALYST</b>
Responsibilities:	This position requires a minimum of five years experience, of which at least one year must be specialized. Experience in various logistics support functions and their automated support systems, involving maintenance planning, personnel planning, training, support equipment, test equipment, technical and logistics data, facilities support, supply support and warehousing. Specialized experience includes knowledge of logistics management Principals and procedures, logistics documentation and automated logistics applications. General experience includes general logistics warehousing functions and documentation.
Minimum Experience:	Four years specialized experience which includes: demonstrated experience in providing management support functions and justifications. General experience includes increasing responsibilities of a management support nature.
Education:	Bachelor's degree from an accredited college or university with a curriculum or major field of study which provides substantial knowledge relevant to the task order.
Industry	Any

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**GSA Hourly Rate:**            **\$100.50**

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<b>Labor Category</b>	<b>SR. FINANCIAL COST ANALYST</b>
Responsibilities:	Serves as a leader ensuring that a group of financial analysts are working in concert to systematically integrate business, cost estimating and financial management processes to ensure the efficient stewardship of public funds. Responsible for formulating strategic financial plans, preparing cost estimates and correlation of financial requirements into executable budgets. Responsible for assessment of products and/or procedures for compliance with government standards, accounting Principals, internal controls and multi-tiered system application standards. Prepares milestone status reports and





	presentations for colleagues, subordinates and senior agency management.
Minimum Experience:	5 years of financial management experience and at least three years of increasing responsibilities as a team leader or first level supervisor.
Education:	Bachelor's Degree or equivalent with 8 years of direct experience, 3 of which shall be within the last 5 years in management of government business and technical operations.

**GSA Hourly Rate: \$100.50**

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<b>Labor Category</b>	<b>TECHNICAL WRITER</b>
Responsibilities:	Develops drafts, revises and edits reports, articles, manuals, specifications, presentation materials and other technical documents using rough outlines and materials. Interprets information obtained through research and provided by technical specialists. Applies knowledge of government documentation content and format standards to prepare, edit and publish technical materials.
Minimum Experience:	Three years experience performing the foregoing technical writing/editing functions..
Education:	Bachelor's degree from an accredited college or university in electrical, electronic or computer engineering, computer science, or a related field.

**GSA Hourly Rate: \$100.50**

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<b>Labor Category</b>	<b>QA ANALYST</b>
Responsibilities:	Provides technical and administrative direction for personnel performing development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Coordinates with the Program and/or Project Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and



	deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. Provides daily supervision and direction to support staff.
Minimum Experience:	This position requires a minimum of six (6) years experience, three (3) of which shall be within the last five (5) years and at least three (3) years must be specialized
Education:	Bachelor's degree from an accredited college or university with a curriculum or major field of study which provides substantial knowledge relevant to the task order.
Industry	Computer Science, Information Systems, engineering, business, or other related discipline.
<b>GSA Hourly Rate:</b>	<b>\$100.50</b>

<b>Labor Category</b>	
<b>JR. ACQUISITION SPECIALIST</b>	
Responsibilities:	The Junior Acquisition Specialist is primarily responsible for planning, organizing, and participating in tasks and projects for the entire acquisition life-cycle, and for exceeding client expectations in the quality of all government deliverables. Assists in developing and reviewing acquisition strategies, documentation, statements of objectives, source selection plans, and business cases that support acquisition decisions. Provides acquisition support for services and supplies, including major system acquisitions, and executes the full life-cycle acquisition requirement. Responsible for utilizing automated systems for tracking and monitoring acquisition status, funding, implementation, and closeout.
Minimum Experience:	Four or more years of experience in the federal acquisition arena
Education:	Bachelor of Science degree in a related field / Certifications or equivalent required.
Industry	Any
<b>GSA Hourly Rate:</b>	<b>\$100.50</b>



<b>Labor Category</b>	
<b>SR. ACQUISITION SPECIALIST</b>	
<b>Responsibilities:</b>	The Senior Acquisition Specialist is primarily responsible for managing, planning, organizing, and leading tasks and projects for the entire acquisition life-cycle, and for exceeding client expectations in the quality of all government deliverables. Develops and reviews acquisition strategies, documentation, statements of objectives, source selection plans, and business cases that support acquisition decisions; Provides acquisition support for services and supplies, including major system acquisitions, and executes the full life-cycle acquisition requirement; Responsible for utilizing automated systems for tracking and monitoring acquisition status, funding, implementation, and closeout; Ability to serve as a role model for Acquisition Solutions' core value system in all interactions, both internally and externally. Shows initiative to solve problems and improve, advance or enhance the business. Anticipates situations and initiates action. Establishes specific strategies and objectives to achieve results and meet goals. Previous supervisory, leadership, or mentoring experience with demonstrated ability to lead, coach, and develop teammates toward achieving desired goals and outcomes.
<b>Minimum Experience:</b>	Eight or more years of experience in the federal acquisition arena
<b>Education:</b>	Bachelor of Science degree in a related field / Certifications or equivalent required.
<b>Industry</b>	Any
<b>GSA Hourly Rate:</b>	<b>\$150.75</b>

<b>Labor Category</b>	
<b>CONTRACT SPECIALIST</b>	
<b>Responsibilities:</b>	Primary responsibility for Contract Management functions for the Program, including liaison with contractors. Prepare proposal preparations, review and negotiate terms/conditions and contract management in accordance with government policies and procedures. Ability to work independently with limited supervision and/or conducts proposal preparation,



	contract negotiation, contract administration, and customer contact activities to provide for proper contract acquisition and fulfillment in accordance with government policies, legal requirements, and customer specifications.
Minimum Experience:	This position requires a minimum of five years task related experience.
Education:	Bachelor's Degree or equivalent with a minimum of four (4) years of general experience. .

**GSA Hourly Rate: \$100.50**

Labor Category	PROCUREMENT ANALYST
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Responsibilities:	The incumbent is responsible for the development and monitoring of the government's policies and programs for the management of acquisition and supply functions and for providing Staff analysis, policy development, and advice in the acquisition function of equipment, supplies, materials, and services. Performs work related to the review of contract actions or provisions to determine regulatory compliance or to improve contract competition.  Analyzes organizational policies and procedures, and makes recommendations for improvements. Develops a variety of written materials pertaining to service operations.
Minimum Experience:	4 years experience in contracting or related field
Education:	Bachelor of Science degree in a related field / Certifications or equivalent required

**GSA Hourly Rate: \$125.62**

Labor Category	SR. TECHNICAL WRITER
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Responsibilities:	Develops drafts, revises and edits reports, articles, manuals, specifications, presentation materials and other technical documents using rough outlines and materials. Interprets information obtained through research and provided by technical specialists. Applies
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	knowledge of government documentation content and format standards to prepare, edit and publish technical materials.
Minimum Experience:	Five years specialized experience which includes: demonstrated experience in providing technical and financial justifications. General experience includes increasing responsibilities of a technical and fiscal nature. At least two years experience performing technical writing/editing functions with respect to data collection, data reduction, engineering analysis, mathematics and digital systems.
Education:	Bachelor's degree in Journalism or related field.
Industry	Any.

**GSA Hourly Rate: \$125.62**

Labor Category	SR. MANAGEMENT ANALYST
Responsibilities:	Will serve as the Lead in various logistics support functions and their automated support systems, involving maintenance planning, personnel planning, training, support equipment, test equipment, technical and logistics data, facilities support, supply support and warehousing. Specialized experience includes knowledge of logistics management Principals and procedures, logistics documentation and automated logistics applications. General experience includes general logistics warehousing functions and documentation.
Minimum Experience:	Six years specialized experience which includes demonstrated experience in providing management support functions and justifications.
Education:	Bachelor's degree from an accredited college or university with a curriculum or major field of study which provides substantial knowledge relevant to the task order.
Industry	Any

**GSA Hourly Rate: \$125.62**



<b>Labor Category</b>	<b>ACQUISITION SUPPORT SPECIALIST</b>
<b>Responsibilities:</b>	<p>The Acquisition Support Specialist shall assist in contract initiation and administration by preparing, administering, and making recommendations to the Contracting Officer of all aspects of Government procurements that are not inherently governmental, including but not limited to: Purchase Orders, Delivery Orders, Task Orders, Contracts - cradle to grave. Acquisition Support Specialists shall complete all required actions for each assignment including but not limited to: Working with customer office personnel performing daily tasks, preparing all types of contract documents, and completing cradle to grave actions from initial customer requirements to close-out procedures in accordance with the Federal Acquisition Regulations (FAR). Personnel shall have adequate experience with government procurement processes to proficiently complete the tasks required in this SOW, specifically, with service contracts using Indefinite Delivery Indefinite Quantity type contracts. The Acquisition Support Specialist shall be required to have extensive computer skills, e.g., Word, Excel, Power Point, in addition to learning Government acquisition workflow systems.</p>
<b>Minimum Experience:</b>	<p>The Acquisition Support Specialist must have a minimum of three (3) years of experience in conducting comprehensive acquisition support activities.</p>
<b>Education:</b>	<p>Bachelor's degree from an accredited college</p>
<b>GSA Hourly Rate:</b>	<b>\$125.62</b>

<b>Labor Category</b>	<b>QA MANAGER</b>
<b>Responsibilities:</b>	<p>Serves as the Lead Quality Assurance expert. Establishes and maintains a process for evaluating software and other developmental programs and associated documentation. Determines the resources required for quality control. Maintains the level of quality throughout the software life cycle. Conducts formal and informal reviews at pre-determined points throughout the development life cycle.</p>
<b>Minimum Experience:</b>	<p>A minimum of eight (8) years experience, three (3) of which shall be within the last five (5) years in Configuration Management, verification</p>



	and validation, quality assurance testing and integration, software metrics and their application to software quality assessment.
Education:	Bachelor's degree in a technical or management field.
Industry	Any
<b>GSA Hourly Rate:</b>	<b>\$150.75</b>

Labor Category	LEAD BUSINESS ANALYST
Responsibilities:	<p>Serves as the bridge between the technical and functional aspects for the government business systems. Serves as a resource point and technical expert as well as providing functional knowledge for government business system questions, procedures and problems. Develops short and long range plans, establishes program goals, reviews complaints, provides advice, guidance and interpretation of new policies, regulations, laws and concepts affecting the government business systems program; troubleshoots as necessary and provides support to the extent necessary.</p> <p>Performs technical and analytical work in planning, developing, integration, utilization or modification of the government business systems to include creation of application strategies, designs overall structure and coordination of the development form and function. Participates in developing standard and unique government automated information systems relating to demilitarization, precious metals, receiving, warehousing, accountability, reutilization, marketing, transportation, equipment and environmental management.</p> <p>Attends and participates in planning conferences, committee meetings, and disposal seminars. Performs research, compiles data, prepares briefings and participates in making presentations.</p>
Minimum Experience:	Eight or more years of experience in the federal business field
Education:	Bachelor of Science degree in a related field



Industry	Any
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**GSA Hourly Rate: \$150.75**

<b>Labor Category</b>	<b>SR. TRAINING SPECIALIST</b>
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Responsibilities:	The Senior Training Specialist conducts the research necessary to develop and revise training courses and prepares appropriate training catalogs. Develops all instructor materials (course outline, background material, and training aids). Develops all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops, seminars, and/or computer based/computer aided training. Provides daily supervision and direction to staff.
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Minimum Experience:	Minimum of eight (8) years, three (3) of which shall be within the last five (5) years specialized experience in developing and providing technical and end-user training on computer hardware and application software.
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Education:	Bachelor of Science degree in a related field
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Industry	Any
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**GSA Hourly Rate: \$150.75**

<b>Labor Category</b>	<b>SME BUSINESS CASE ANALYST</b>
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Responsibilities:	<p>Senior level program management and quality control support. Candidate must be able to perform strategic planning analysis, business case development, project requirements and metrics. SME will provide expertise and development of contract and technical cost, schedule and requirements documentation.</p> <p>Participates with customers to formulate and implement enterprise-wide business, organization and information technology strategies.</p> <p>Works with customers to help conceptualize means to apply information technology as a strategic asset. Involved in the process of designing and delivering integrated business and</p>
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	information solutions to support the government's accomplishment of business goals.
Minimum Experience:	Bachelor's degree from an accredited college in a related discipline, or equivalent experience/combined education, with 9 years of professional experience; or 7 years of professional experience with a related Master's degree..
Education:	Bachelor's Degree or equivalent with a minimum of nine years of professional experience. .

**GSA Hourly Rate: \$201.00**

Labor Category	SME PRINCIPAL BUSINESS ANALYST
Responsibilities:	The qualified candidate will support business development by providing expertise on leveraging project capabilities, relationships, and activities to develop and expand business relationships and government's involvement in existing and/or new areas of business; provides leadership in performance based business development; understanding, identifying, and leveraging future and strategic business opportunities to successfully respond to solicitations, establishing, nurturing, and strengthening strategic business relationships; providing subject matter leadership and/or relationship building support to assigned governmental Strategic Business Areas as an internal consultant; actively participating in professional organizations, conferences, workshops and assigned government committees or working groups; and helping identify staffing requirements and potential hires to meet company strategic objectives and enhance capabilities. Leads, communicates and assures implementation and application of core business standards, demonstrate a positive, respectful, and professional demeanor and communicates effectively and efficiently in a dynamic team matrix environment.
Minimum Experience:	BS/BA degree (plus at least 10 yrs directly related experience) or a MS/MA (with at least 8 yrs directly related experience) in Business, the Social Sciences, the Liberal Arts, or closely related academic field
Education:	BS/BA degree or an MS/MA degree




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**GSA Hourly Rate:**            **\$251.25**

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Labor Category	PRINCIPAL PERFORMANCE MATRICS SPECIALIST
Responsibilities:	Provides assistance as needed to agencies to improve performance and efficiencies. Follows established policies and procedures; determines and recommends potential enhancements. Drives Government Operational Excellence component (LEAN Program, Quality, ZDS, Smart Solutions and applicable training) in a facility. Performs analysis on key metrics/processes and recommend Kaizen process improvements that maximize efficiencies. Create reports and document processes. Works in conjunction with any department in a facility or through government agency personnel in order to keep the agency facility in compliance with reporting and sustaining station goals driven through the continuous improvement and operational excellence programs. Works with government managers to ensures that all employees have completed Goal Setting plan at the start of the year. Ensures that performance discussions are documented and implemented accordingly. Assist in communicating measurement standards and key performance indicators to all members of the agency. Monitor and verify the integrity of the data to be reported and review with local management before distributing. Maintains and updates agency competencies at all levels and ensure effective utilization of the competencies and desired behaviors.
Minimum Experience:	BS/BA degree (plus at least 10 yrs directly related experience) or a MS/MA (with at least 8 yrs directly related experience) in Business, the Social Sciences, the Liberal Arts, or closely related academic field
Education:	BS/BA degree or an MS/MA degree
Industry	Any.

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**GSA Hourly Rate:**            **\$361.74**

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<b>Labor Category</b>	<b>PRINCIPAL MANAGEMENT ANALYST</b>
Responsibilities:	<p>Oversees assignments, including those employing novel approaches to conducting high-level studies and resolving complex management problems. Individually, or with assistants, develops, analyzes, evaluates, and advises on methods and techniques to improve organizational work processes, procedures, resources, management controls, information systems, documentation, and similar management functions. Conducts management and organizational studies involving analysis of broad programs, functions, and organizations of government agencies at multiple locations and including controversial relationships. Based upon study findings, develops detailed recommendations on methods, procedures to apply, alternative ways to organize efficiently and generate staffing and dollar savings. Develops project plans and determines resource needs and allocates them. Determines information needed to perform in-depth analysis. Devises methods for securing the required information and develops survey data sources, on-site investigations, discussions with managers or specialist at the work site. Identifies problems and develops recommendations. Participates in procurement process, and conducts or coordinates related training. Coordinates actions with government and corporate headquarters staff. Keeps government program authorities, and management aware of status, problems, and solutions.</p>
Minimum Experience:	<p>Twelve (12) years of direct experience, three (3) of which shall be within the last five (5) years in management of government business and technical operations, including all of the areas outlined above. Must have demonstrated program, deliverables and staff management experience. An advanced degree in Business Management, Systems Analysis, MIS, Law, Economics, Human Resources or other related field may be substituted for three years experience.</p>
Education:	BS/BA degree or an MS/MA degree
Industry	Any
<b>GSA Hourly Rate:</b>	<b>\$361.74</b>



2. Maximum Order: \$1,000,000.00
3. Minimum Order: \$300.00
4. Geographic coverage: CONUS
5. Point of Production: Bristow, Prince William County, Virginia
6. Discount from list prices – 5%
7. Quantity discount – None
8. Prompt Payment Terms: NET 30 Days
- 9a. Government purchase cards are accepted at or below the micro-purchase threshold.
- 9b. Government purchase cards are accepted above the micro-purchase threshold.
10. Foreign Items: N/A
- 11a. Time of Delivery: As negotiated on individual task order
- 11b. Expedited Delivery: As negotiated on individual task order
- 11c. Overnight and 2-Day delivery: N/A
- 11d. Urgent Requirements: Contact Contractor to negotiate a faster delivery
12. F.O.B. point: Destination
- 13a. Ordering Address:

JAB Innovative Solutions, LLC  
12932 Ness Hollow Court  
Bristow, VA 20136-3124

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

14. Payment address:

JAB Innovative Solutions, LLC  
12932 Ness Hollow Court  
Bristow, VA 20136-3124



15. Warranty provision. N/A
16. Export packing charges: N/A
17. Terms and Conditions of Government purchase card acceptance - Government purchase cards are accepted above the micro-purchase threshold
18. Terms and conditions of rental, maintenance and repair: N/A
19. Terms and conditions of installation: N/A
20. Terms and conditions of repair parts: N/A
21. List of service and distribution points: N/A
22. List of participating dealers: N/A
23. Preventive maintenance: N/A
24. Data Universal Number System (DUNS) number: **825889194**
25. JAB Innovative Solutions, LLC is currently listed in the Central Contractor Registration (CCR) database which is valid until 4/7/2012.

The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance:

**(571) 224-3112**