

GENERAL SERVICES ADMINISTRATION

Federal Supply Service Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA *Advantage!*®, a menu-driven database system. The INTERNET address GSA *Advantage!*® is: GSAAdvantage.gov.

Multiple Award Schedule

FSC Group: Professional Services

FSC Class:

Contract number: 47QRAA21D007N

Contract period: 09/15/2021 - 09/14/2026



FRENCH

consulting

B. French Consulting, GmbH
Neulandstraße 27
74889 Sinsheim
Germany

Phone: +49 (0) 7261-975979

<https://french-consulting.com/>

Business size: Veteran-Owned Small Business (VOSB)

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

Price list current as of Modification Mass Refresh #7, A834, effective 16 September 2021

Prices Shown Herein are Net (discount deducted)

CUSTOMER INFORMATION:

1. Table of Awarded Special Item Number(s)

Offered SIN	SIN Description	Domestic/Worldwide
541611	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services:	Worldwide
541690	Integrated Logistics Support	Worldwide
541614	Deployment, Distribution & Transportation Logistics Services	Worldwide
541990RISK	Risk Assessment & Mitigation Services	Worldwide
541214	Payroll Services	Worldwide
561110	Office Administrative Services	Worldwide
541614CF	Comprehensive Furniture Management Services	Worldwide
541930	Translation & Interpretation Services	Worldwide

1b. **Hourly Price Rates:** Please see Page 7 for Hourly Pricing Rates.

1c. **Labor Category Descriptions:** Please see Page 17 for Labor Category descriptions.

2. **Maximum order:** \$1,000,000

3. **Minimum order:** \$100.00

4. **Geographic coverage (delivery area).** Worldwide

5. **Point(s) of production:** French Consulting, GmbH, Neulandstraße 27, 74889 Sinsheim Germany

6. **Discount from list prices or statement of net price:** Government Net Prices (discounts already deducted).

7. **Quantity discounts:**

- Up to 1% quantity/volume discount for task orders exceeding \$1,000,000.00
- Up to 2% for task orders between \$1,250,000.00 and \$1,500,000.00
- Up to 3% for task order exceeding \$1,500,000.00

8. **Prompt payment terms. Information for Ordering Offices:** Net 30 days

9. **Foreign items:** Not Applicable

10a. **Time of delivery:** Contact Contractor.

10b. **Expedited Delivery.** Items available for expedited delivery are noted in the price list.
Contact contractor.

10c. **Overnight and 2-day delivery.** Contact Contractor.

10d. **Urgent Requirements.** Contact Contractor.

11. **F.O.B. point(s).** Destination

12a. **Ordering address**

French Consulting, GmbH
Neulandstraße 27
74889 Sinsheim Germany
Phone: +49 (0) 7261-975979
Fax: +49 (0) 7261-4070288
GSA@consult-bfrench.com

12b. **Ordering procedures:** For supplies and services, the ordering procedures, information on BlanketPurchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. **Payment address**

French Consulting, GmbH
Neulandstraße 27
74889 Sinsheim Germany
Bank: Sparkasse Kraichgau
IBAN: DE80 6635 0036 0007 0384 50 (EURO payments)
IBAN: DE57 6635 0036 0007 9907 25 (USD payments)
BIC: BRUSDE 66XXX

14. **Warranty provision:** No Warranty Policy for Services.

15. **Export packing charges:** Not Applicable

16. **Terms and conditions of rental, maintenance, and repair:** Not Applicable

17. **Terms and conditions of installation:** Not Applicable

18a. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from listprices:** Not Applicable

18b. **Terms and conditions for any other services:** Not Applicable

19. **List of service and distribution points:** Not Applicable

20. **List of participating dealers:** Not Applicable

21. **Preventive maintenance:** Not Applicable

22a. **Special attributes such as environmental attributes:** Not Applicable

22b. **If applicable, indicate that Section 508 compliance information** is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: www.Section508.gov/: Not Applicable

23. **Unique Entity Identifier (UEI) number:**

DUNS: 312609714

UEI: JGK4H3NHCWN1

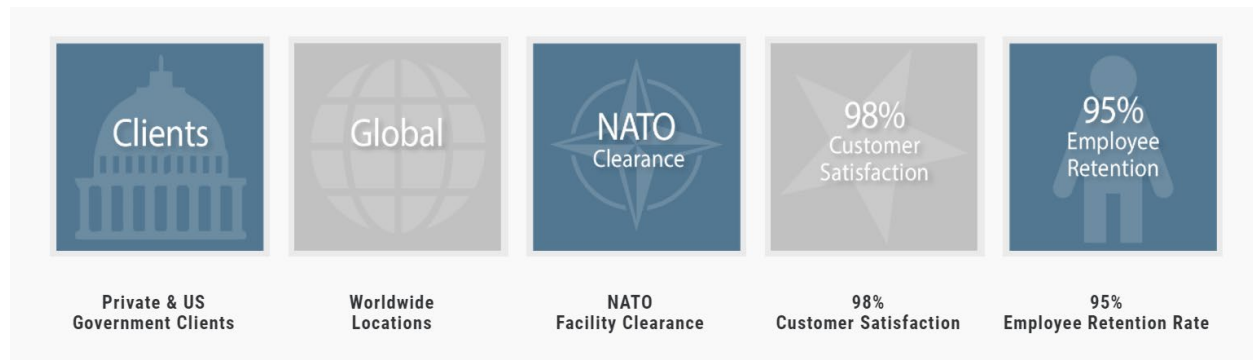
24. **Notification regarding registration in System for Award Management (SAM) database:**
French Consulting is registered in SAM database, Cage Code: CA401.

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French Consulting Services

French Consulting is a German firm (GmbH) based in Sinsheim, Germany and has also established a Limited Liability Corporation (LLC) based in Colorado Springs, Colorado, USA.

French Consulting is a Veteran-Owned Small Business (VOSB) providing Management Consulting and support services to Department of Defense (DoD) organizations across the United States, Europe, and Pacific. Our company has an extensive portfolio spanning from Medical Staffing, Military Community Services, and Global Employment Outsourcing (GEO) to Initial Outfitting, Logistics Operations, and Medical Facilities Management.



MAS Special Item Number (SIN) Descriptions

Professional Services – Business Administration Services

Category	Description
541611	<p>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services: Provide operating advice and assistance on administrative and management issues. Examples include: strategic and organizational planning, business process improvement, acquisition and grants management support, facilitation, surveys, assessment and improvement of financial management systems, financial reporting and analysis, due diligence in validating an agency’s portfolio of assets and related support services, strategic financial planning, financial policy formulation and development, special cost studies, actuarial services, economic and regulatory analysis, benchmarking and program metrics, and business program and project management.</p>

Professional Services – Logistical Services

Category	Description
541614	<p>Deployment, Distribution and Transportation Logistics Services: Services include the following: Deployment Logistics such as contingency planning, identifying/utilizing regional or global resources, integrating public/private sector resources, inventory/property planning, movement, storage, end-to-end industrial relocation/expansion services, and deploying communications and logistics systems to permit rapid deployment and management of supplies and equipment; Distribution and Transportation Logistics Services such as Planning and designing, implementing, or operating systems or facilities for the movement of supplies, equipment or people by road, air, water, rail, or pipeline.</p>

Professional Services – Technical and Engineering Services

Category	Description
541690	<p>Technical Consulting Services / Integrated Logistics: Provide operating advice and assistance on administrative and management issues. Examples include: strategic and organizational planning, business process improvement, acquisition and grants management support, facilitation, surveys, assessment and improvement of financial management systems, financial reporting and analysis, due diligence in validating an agency’s portfolio of assets and related support services, strategic financial planning, financial policy formulation and development, special cost studies, actuarial services, economic and regulatory analysis, benchmarking and program metrics, and business program and project management.</p> <p>**Inherently Governmental services as identified in FAR 7.503 or by the ordering agency are prohibited. It is the responsibility of the Contracting Officer placing the order to make this determination. Ordering activities must require prospective contractors to identify potential conflicts of interest and address those, prior to task order award.</p>

Professional Services – Identity Protection Services

Category	Description
541990RISK	<p>Risk Assessment & Mitigation Services: Services include: breach mitigation and analysis/forensic services, the deployment of financial risk assessment and mitigation strategies and techniques; improvement of capabilities through the reduction, identification, and mitigation of risks; detailed risk statements, risk explanations and mitigation recommendations; design and development of new business applications, processes, and procedures in response to risk assessments; and ensuring compliance with governance and regulatory requirements. Under this SIN, firms can also assist the Ordering Agency with preventive measures in protecting Personally Identifiable Information (PII) and Protected Health Information (PHI) through the evaluation of threats and vulnerabilities to PII and PHI type of information; training of Government personnel on how to prevent data breaches and identity theft; vulnerability assessments; privacy impact and policy assessments; review and creation of privacy and safeguarding policies; prioritization of threats; maintenance and demonstration of compliance; and evaluation and analysis of internal controls critical to the detection and elimination of weaknesses to the protection of PII and PHI type of information.</p>

Professional Services – Language Services

Category	Description
541214	Translation & Interpretation Services: Services include translating written material and interpreting speech from one language to another.

Professional Services – Translation

Category	Description
541214	Payroll Services: Services include those that an agency identifies as recurring commercial activities such as billing, payroll processing that includes collecting information on hours worked, pay rates, deductions, and other payroll-related data using that information to generate paychecks, payroll reports, and tax filings. These establishments may use data processing and tabulating techniques as part of providing their services.

Furniture & Furnishings – Furniture Services

Category	Description
541614CF	Furniture Management Services: Comprehensive Furniture Management Services including but not limited to Project Management, Assets Management, and Furniture Design/Layout

Office Management – Office Services

Category	Description
561110	Office Administrative Services - Includes day-to-day office administrative support services, such as clerical/ secretarial functions, data entry, payroll administration, recordkeeping, travel preparation, scheduling, notetaking, meeting management, drafting memos / notes / letters, purchasing / requisitioning supplies, and logistics.

Hourly Pricing Rates by SIN Category

SIN 541611: Management & Financial Consulting, Acquisition & Grants Management Support, and Business Program & Project Management Services

Labor Category	Unit of Issue	GSA Awarded Price (Excl. IFF)	GSA Awarded Price (Incl. IFF)
Senior Program Executive	Hour	\$224.53	\$226.23
Program Executive	Hour	\$187.15	\$188.56
Program Manager, Senior	Hour	\$168.14	\$169.41
Program Manager, Intermediate	Hour	\$156.43	\$157.61
Program Manager, Junior	Hour	\$138.07	\$139.11

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Project Manager, Senior	Hour	\$136.21	\$137.24
Project Manager, Intermediate	Hour	\$116.59	\$117.47
Manager, Senior	Hour	\$114.49	\$115.36
Manager, Quality	Hour	\$109.02	\$109.84
Manager	Hour	\$104.54	\$105.33
Consultant, Senior	Hour	\$102.94	\$103.72
Consultant, Intermediate	Hour	\$91.50	\$92.19
Consultant, Junior	Hour	\$78.27	\$78.86
Senior Analyst, Program	Hour	\$89.08	\$89.75
Analyst, Program	Hour	\$75.12	\$75.69
Senior Analyst, Project	Hour	\$82.47	\$83.09
Analyst, Project	Hour	\$71.07	\$71.61
Analyst, Management	Hour	\$64.99	\$65.48
Analyst, Logistics	Hour	\$58.90	\$59.35
Analyst, Data	Hour	\$72.72	\$73.27
Senior Support Specialist	Hour	\$51.55	\$51.94
Intermediate Support Specialist	Hour	\$42.19	\$42.51
Support Specialist	Hour	\$34.13	\$34.39
Training Specialist, Senior	Hour	\$68.13	\$68.64
Training Specialist	Hour	\$49.10	\$49.47
Logistician, Senior	Hour	\$80.03	\$80.63
Logistician, Intermediate	Hour	\$57.93	\$58.37
Logistician	Hour	\$47.81	\$48.17
Supply/Warehouse Technician	Hour	\$40.97	\$41.28
Engineer/ Senior	Hour	\$93.84	\$94.55
Engineer	Hour	\$74.06	\$74.62
Technical Writer/ Editor	Hour	\$57.89	\$58.33
Technical Writer	Hour	\$51.32	\$51.71

SIN 541614, Logistics Consulting
SIN 541690, Integrated Consulting Services

Labor Category	Unit of Issue	GSA Awarded Price (Excl. IFF)	GSA Awarded Price (Incl. IFF)
Senior Program Executive	Hour	\$224.53	\$226.23
Program Executive	Hour	\$187.15	\$188.56

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Program Manager, Senior	Hour	\$168.14	\$169.41
Program Manager, Intermediate	Hour	\$156.43	\$157.61
Program Manager, Junior	Hour	\$138.07	\$139.11
Project Manager, Senior	Hour	\$136.21	\$137.24
Project Manager, Intermediate	Hour	\$116.59	\$117.47
Manager, Senior	Hour	\$114.49	\$115.36
Manager, Quality	Hour	\$109.02	\$109.84
Manager	Hour	\$104.54	\$105.33
Consultant, Senior	Hour	\$102.94	\$103.72
Consultant, Intermediate	Hour	\$91.50	\$92.19
Consultant, Junior	Hour	\$78.27	\$78.86
Senior Analyst, Program	Hour	\$89.08	\$89.75
Analyst, Program	Hour	\$75.12	\$75.69
Senior Analyst, Project	Hour	\$82.47	\$83.09
Analyst, Project	Hour	\$71.07	\$71.61
Analyst, Management	Hour	\$64.99	\$65.48
Analyst, Logistics	Hour	\$58.90	\$59.35
Analyst, Data	Hour	\$72.72	\$73.27
Senior Support Specialist	Hour	\$51.55	\$51.94
Intermediate Support Specialist	Hour	\$42.19	\$42.51
Support Specialist	Hour	\$34.13	\$34.39
Training Specialist, Senior	Hour	\$68.13	\$68.64
Training Specialist	Hour	\$49.10	\$49.47
Logistician, Senior	Hour	\$80.03	\$80.63
Logistician, Intermediate	Hour	\$57.93	\$58.37
Logistician	Hour	\$47.81	\$48.17
Supply/Warehouse Technician	Hour	\$40.97	\$41.28
Engineer/ Senior	Hour	\$93.84	\$94.55
Engineer	Hour	\$74.06	\$74.62
Technical Writer/ Editor	Hour	\$57.89	\$58.33
Technical Writer	Hour	\$51.32	\$51.71
Planner, Senior	Hour	\$81.57	\$82.19
Planner, Intermediate	Hour	\$69.63	\$70.16

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Planner	Hour	\$61.02	\$61.48
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SIN 541990 Risk Assessment and Mitigation Services

Labor Category	Unit of Issue	GSA Awarded Price (Excl IFF)	GSA Awarded Price (Incl. IFF)
Senior Program Executive	Hour	\$224.53	\$226.23
Program Executive	Hour	\$187.15	\$188.56
Program Manager, Senior	Hour	\$168.14	\$169.41
Program Manager, Intermediate	Hour	\$156.43	\$157.61
Program Manager, Junior	Hour	\$138.07	\$139.11
Project Manager, Senior	Hour	\$136.21	\$137.24
Project Manager, Intermediate	Hour	\$116.59	\$117.47
Manager, Senior	Hour	\$114.49	\$115.36
Manager, Quality	Hour	\$109.02	\$109.84
Manager	Hour	\$104.54	\$105.33
Consultant, Senior	Hour	\$102.94	\$103.72
Consultant, Intermediate	Hour	\$91.50	\$92.19
Consultant, Junior	Hour	\$78.27	\$78.86
Senior Analyst, Program	Hour	\$89.08	\$89.75
Analyst, Program	Hour	\$75.12	\$75.69
Senior Analyst, Project	Hour	\$82.47	\$83.09
Analyst, Project	Hour	\$71.07	\$71.61
Analyst, Management	Hour	\$64.99	\$65.48
Analyst, Logistics	Hour	\$58.90	\$59.35
Analyst, Data	Hour	\$72.72	\$73.27
Senior Support Specialist	Hour	\$51.55	\$51.94
Intermediate Support Specialist	Hour	\$42.19	\$42.51
Support Specialist	Hour	\$34.13	\$34.39
Training Specialist, Senior	Hour	\$68.13	\$68.64
Training Specialist	Hour	\$49.10	\$49.47
Technical Writer/ Editor	Hour	\$57.89	\$58.33
Technical Writer	Hour	\$51.32	\$51.71

SIN 541214 Payroll Services

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Labor Category	Unit of Issue	GSA Awarded Price (Excl. IFF)	GSA Awarded Price (Incl. IFF)
Program Executive	Hour	\$187.15	\$188.56
Program Manager, Senior	Hour	\$168.14	\$169.41
Program Manager, Intermediate	Hour	\$156.43	\$157.61
Program Manager, Junior	Hour	\$138.07	\$139.11
Project Manager, Senior	Hour	\$136.21	\$137.24
Project Manager, Intermediate	Hour	\$116.59	\$117.47
Manager, Senior	Hour	\$114.49	\$115.36
Manager, Quality	Hour	\$109.02	\$109.84
Manager	Hour	\$104.54	\$105.33
Consultant, Senior	Hour	\$102.94	\$103.72
Consultant, Intermediate	Hour	\$91.50	\$92.19
Consultant, Junior	Hour	\$78.27	\$78.86
Senior Analyst, Program	Hour	\$89.08	\$89.75
Analyst, Program	Hour	\$75.12	\$75.69
Senior Analyst, Project	Hour	\$82.47	\$83.09
Analyst, Project	Hour	\$71.07	\$71.61
Analyst, Management	Hour	\$64.99	\$65.48
Analyst, Logistics	Hour	\$58.90	\$59.35
Analyst, Data	Hour	\$72.72	\$73.27
Senior Support Specialist	Hour	\$51.55	\$51.94
Intermediate Support Specialist	Hour	\$42.19	\$42.51
Support Specialist	Hour	\$34.13	\$34.39
Training Specialist, Senior	Hour	\$68.13	\$68.64
Training Specialist	Hour	\$49.10	\$49.47
Technical Writer/ Editor	Hour	\$57.89	\$58.33
Technical Writer	Hour	\$51.32	\$51.71

SIN 541614CF Furniture Management Services

Labor Category	Unit of Issue	GSA Awarded Price (Excl. IFF)	GSA Awarded Price (Incl. IFF)
Program Executive	Hour	\$187.15	\$188.56
Program Manager, Senior	Hour	\$168.14	\$169.41

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Program Manager, Intermediate	Hour	\$156.43	\$157.61
Program Manager, Junior	Hour	\$138.07	\$139.11
Project Manager, Senior	Hour	\$136.21	\$137.24
Project Manager, Intermediate	Hour	\$116.59	\$117.47
Manager, Senior	Hour	\$114.49	\$115.36
Manager, Quality	Hour	\$109.02	\$109.84
Manager	Hour	\$104.54	\$105.33
Consultant, Senior	Hour	\$102.94	\$103.72
Consultant, Intermediate	Hour	\$91.50	\$92.19
Consultant, Junior	Hour	\$78.27	\$78.86
Senior Analyst, Program	Hour	\$89.08	\$89.75
Analyst, Program	Hour	\$75.12	\$75.69
Senior Analyst, Project	Hour	\$82.47	\$83.09
Analyst, Project	Hour	\$71.07	\$71.61
Analyst, Management	Hour	\$64.99	\$65.48
Analyst, Logistics	Hour	\$58.90	\$59.35
Analyst, Data	Hour	\$72.72	\$73.27
Senior Support Specialist	Hour	\$51.55	\$51.94
Intermediate Support Specialist	Hour	\$42.19	\$42.51
Support Specialist	Hour	\$34.13	\$34.39
Training Specialist, Senior	Hour	\$68.13	\$68.64
Training Specialist	Hour	\$49.10	\$49.47
Logistician, Senior	Hour	\$80.03	\$80.63
Logistician, Intermediate	Hour	\$57.93	\$58.37
Logistician	Hour	\$47.81	\$48.17
Supply/Warehouse Technician	Hour	\$40.97	\$41.28
Engineer/ Senior	Hour	\$93.84	\$94.55
Engineer	Hour	\$74.06	\$74.62
Planner, Senior	Hour	\$81.57	\$82.19
Planner, Intermediate	Hour	\$69.63	\$70.16
Planner	Hour	\$61.02	\$61.48

SIN 561110 Office Administrative Services

Labor Category	Unit of Issue	GSA Awarded Price (Excl IFF)	GSA Awarded Price (Incl. IFF)
Program Manager, Senior	Hour	\$168.14	\$169.41
Program Manager, Intermediate	Hour	\$156.43	\$157.61
Program Manager, Junior	Hour	\$138.07	\$139.11
Project Manager, Senior	Hour	\$136.21	\$137.24
Project Manager, Intermediate	Hour	\$116.59	\$117.47
Manager, Senior	Hour	\$114.49	\$115.36
Manager, Quality	Hour	\$109.02	\$109.84
Manager	Hour	\$104.54	\$105.33
Consultant, Senior	Hour	\$102.94	\$103.72
Consultant, Intermediate	Hour	\$91.50	\$92.19
Consultant, Junior	Hour	\$78.27	\$78.86
Senior Analyst, Program	Hour	\$89.08	\$89.75
Analyst, Program	Hour	\$75.12	\$75.69
Senior Analyst, Project	Hour	\$82.47	\$83.09
Analyst, Project	Hour	\$71.07	\$71.61
Analyst, Management	Hour	\$64.99	\$65.48
Analyst, Logistics	Hour	\$58.90	\$59.35
Analyst, Data	Hour	\$72.72	\$73.27
Senior Support Specialist	Hour	\$51.55	\$51.94
Intermediate Support Specialist	Hour	\$42.19	\$42.51
Support Specialist	Hour	\$34.13	\$34.39
Training Specialist, Senior	Hour	\$68.13	\$68.64
Training Specialist	Hour	\$49.10	\$49.47
Technical Writer/ Editor	Hour	\$57.89	\$58.33
Technical Writer	Hour	\$51.32	\$51.71

SIN 541930, Interpretation Services

Labor Category	Unit of Issue	GSA Awarded Price (Excl. IFF)	GSA Awarded Price (Incl. IFF)
Linguist, Advanced	Hour	\$96.03	\$96.76
Linguist, Basic	Hour	\$87.90	\$88.56

Source Language	Target Language	Both to and From	Language Services Performed	Unit	Price Offered to the GSA (excl. IFF)	Price Offered to the GSA (incl. IFF)
Spanish, German, Dutch, Flemish, Italian, Polish, Hungarian	English	Yes	Simultaneous Interpretation	Hour	\$101.90	\$102.67
Arabic	English	Yes	Simultaneous Interpretation	Hour	\$124.33	\$125.27
Spanish, German, Dutch, Flemish, Italian, Polish, Hungarian	English	Yes	Consecutive Interpretation	Hour	\$88.86	\$89.53
Arabic	English	Yes	Consecutive Interpretation	Hour	\$108.41	\$109.23

The **Simultaneous Interpreter** speaks at the same time as the person whose comments are being interpreted. There is only a momentary delay as the information is processed by the interpreter and rendered into the target language.

Consecutive Interpretation ranges from sessions for an individual to small seminars, the courtroom, and large conferences. Requires the speaker to pause from time to time while remarks are interpreted. The consecutive interpreter orally renders a statement after the speaker has finished. Statements may vary in complexity and length from a single word to an utterance of three or four minutes.

Interpretation prices given are for interpretation projects under normal office or conference conditions during a standard business week – Monday through Friday, 8:00am to 6:00pm local time. Rates quoted are hourly. A 2-hour minimum applies to all interpreting assignments. After the 2 hour minimum, assignments are billed in 15 minute increments.

SIN 541930, Translation Services

Source Language	Target Language	Both to and From	Language Services Performed	Unit	Price Offered to the GSA (excl. IFF)	Price Offered to the GSA (incl. IFF)
Spanish	English	Yes	Translation, non-technical	Word	\$.1600	\$.1612

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Spanish	English	Yes	Translation, Technical (scientific, legal, technical, medical, or engineering)	Word	\$.2000	\$.2015
German, Dutch, Flemish, French, Italian, Polish, Hungarian	English	Yes	Translation, non-technical	Word	\$.2100	\$.2116
German, Dutch, Flemish, French, Italian, Polish, Hungarian	English	Yes	Translation, Technical (scientific, legal, technical, medical, or engineering)	Word	\$.2600	\$.2620
Arabic	English	Yes	Translation, non-technical	Word	\$.2500	\$.2519
Arabic	English	Yes	Translation, Technical (scientific, legal, technical, medical, or engineering)	Word	\$.3100	\$.3123

Rush Surcharge for Translation Rates:

Same day or overnight delivery (24-hour turn around or less): 20% surcharge

Translations over 2,000 words per day: 10% surcharge

Turnaround Time for Translations:

Standard turnaround time is defined, in business days, as 72 hours for the first 2000 words with an additional 24 hours for every additional 2,000 words or more. Rates include proofreading and editing.

Service Contract Labor Standards

The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule (MAS) and all services provided.

SINS	SCA Eligible Contract Labor Category	SCA Equivalent Code – Title	WD
541611, 541614, 541690, 541990, 541214, 561110	Technical Writer / Editor	30462, Technical Writer	2015-4281
541611, 541614, 541690, 541990, 541214, 561110	Technical Writer	30461, Technical Writer – I	2015-4281
541611, 541614, 541690, 541990, 541214, 561110, 541614CF	Senior Support Specialist	01020, Administrative Specialist	2015-4281
541611, 541614, 541690, 541990, 541214, 561110, 541614CF	Intermediate Support Specialist	01052, Data Entry Operator I	2015-4281
541611, 541614, 541690, 541990, 541214, 561110, 541614CF	Support Specialist	01051, Data Entry Operator I	2015-4281
541611, 541614, 541690, 541990, 541214, 561110, 541614CF	Training Specialist, Senior	15095, Technical Instructor/Course Developer	2015-4281
541611, 541614, 541690, 541990, 541214, 561110, 541614CF	Training Specialist, Senior	15095 Technical Instructor/Course Developer	2015-4281
541614, 541690, 541614CF	Supply/Warehouse Technician	01410 Supply Technician	2015-4281
	Consecutive Interpreter	Foreign Language Translator	1987-0989
	Simultaneous Interpreter	Foreign Language Translator	1987-0989
	Linguist, Advanced	Foreign Language Translator	1987-0989
	Linguist, Basic	Foreign Language Translator	1987-0989
<p style="text-align: center;">**Service Contract Labor Standards: The Service Contract Labor Standards (SCLS) are applicable to this contract and it includes SCLS applicable labor categories. The prices for the cited SCLS labor categories are based on the US Department of Labor Wage Determination Number(s) identified in the SCLS matrix. The prices offered are in line with geographic scope of the contract.</p>			

Labor Description Categories

Title		Years of Experience	Requirements
Senior Program Executive	Personnel qualified by education or experience to manage large portfolios of programs and projects. They possess specialized subject matter expertise in business, scientific, engineering, or medical disciplines. Executives have demonstrated an ability to supervise and manage large, diverse, and complicated portfolios or organizations and to interface with all levels of both commercial and government management, as required to successfully meet program objectives. They provide executive coaching to agency heads and directors on strategy development, implementation and quality improvement engagements. They are typically called on to help launch new efforts or serve as problem solvers. They simultaneously oversee multiple programs and projects, support resource allocation, and guide managers at the director, program manager, and project manager levels. Executives require extensive senior level experience, public visibility; experience often includes operationally critical roles within government agencies shaping policy and practice. Relevant experience includes: executive level management and direction on client engagements, working experience in project definition and business and systems analysis, and experience in specialized domains (e.g., medical, health facilities, engineering, information technology, logistics).	20 Years	Master's degree in scientific, engineering, business, organizational or a related discipline. PhD preferred
Program Executive	Personnel qualified by education or experience to manage large portfolios of programs and projects. They possess specialized subject matter expertise in business, scientific, logistics, engineering, or medical disciplines. Executives have demonstrated an ability to supervise and manage medium, diverse, and complicated portfolios or organizations and to interface with all levels of both commercial and government management, as required to successfully meet program objectives. They provide executive coaching to agency heads and directors on strategy development, implementation and quality improvement engagements. They are typically called on to help launch new efforts or serve as problem solvers. They oversee multiple programs and projects, support resource allocation, and guide managers at the director, program manager, and project manager levels. Executives require extensive senior level experience, public visibility; experience often includes operationally critical roles within government agencies shaping policy and practice. Relevant experience includes: executive level management and direction on client engagements, working experience in project definition and business and systems analysis, and experience in specialized domains (e.g., medical, health facilities, engineering, information technology, logistics, security).	16 Years	Master's in a Related Field
Program Manager, Senior	Personnel qualified by education or experience to manage large programs and projects. They possess specialized subject matter expertise in business, scientific, engineering, or medical disciplines. Recognized as an industry expert, Directors formulate innovative methodologies and techniques to address client issues and direct teams of experts to respond to client requirements. Directors recruit/retain/assign staff and subject matter experts as appropriate for performing tasks and are responsible for developing cost projections, formulating and enforcing work standards, supervising senior personnel, and communicating policies, purposes, and goals of the organization to subordinates. Directors maintain liaison and direction of program and project managers, business and technical staff. Responsible for leading cross-functional technical teams, using staff effectively, using skills to achieve program results, and is responsible for managing overall contract performance. Positions require an advanced degree in scientific, engineering, business, organizational or a related discipline. Relevant experience includes:	14 Years	Master's in a Related Field Project Management Professional (PMP)



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	executive level management and direction on client engagements, working experience in project definition and business and systems analysis, and experience in specialized domains (e.g., medical, health facilities, engineering, logistics, security).		
Program Manager, Intermediate	Responsible for managing the implementation of specific government or commercial contracts on a small to moderate program. Plans, coordinates and manages the actions taken by an organization to acquire and execute a specific piece of business, either competitively or non-competitively. Integrate all functions and activities necessary to perform the program to meet the client or customer requirements. Plan and implement actions by the program management team to define and implement technical baseline and meet quality requirements for program deliverables and services. Direct program support team personnel, manage costs and schedule, ensure contract compliance, and serve as a key customer interface. Small to moderate risk/complexity programs. Interfaces with project, task and functional leaders, subcontractors, support personnel, customer and upper management. Responsible for managing all aspects of fiscal control, customer service, staffing, product development and delivery for small to medium sized/complexity programs comprised of multiple tasks or projects.	12 Years	Master's in a Related Field Project Management Professional (PMP)
Program Manager, Junior	Responsible for managing the implementation of specific government or commercial contracts on a smaller program. Plans, coordinates and manages the actions taken by an organization to acquire and and execute a specific piece of business, either competitively or non-competitively. Integrate all functions and activities necessary to perform the program to meet the client or customer requirements. Plan and implement actions by the program management team to define and implement technical baseline and meet quality requirements for program deliverables and services. Direct program support team personnel, manage costs and schedule, ensure contract compliance, and serve as a key customer interface. Small risk/complexity programs. Interfaces with project, task and functional leaders, subcontractors, support personnel, customer and upper management. Responsible for managing all aspects of fiscal control, customer service, staffing, product development and delivery for small to medium sized/complexity programs comprised of multiple tasks or projects. Responsible for managing, with some supervision, all aspects of fiscal control, customer service, staffing, product development and delivery for programs comprised of multiple tasks or projects.	10 Years	Master's in a Related Field Project Management Professional (PMP)
Project Manager, Senior	Responsible for managing the implementation of specific government or commercial contracts. Plans, coordinates and manages the actions taken by an organization to acquire and execute a specific piece of business, either competitively or non-competitively. Integrate all functions and activities necessary to perform the project to meet the client or customer requirements. Plan and implement actions by the project team to define and implement technical baseline and meet quality requirements for project deliverables and services. Direct project team personnel, manage cost and schedule, ensure contract compliance, and serve as a key customer interface. Moderate to high risk/complexity project. Interfaces with task and functional leaders, subcontractors, support personnel, customer and upper management.	10 Years	Master's in a Related Field Project Management Professional (PMP)
Project Manager, Intermediate	Responsible for managing the implementation of specific government or commercial contracts. Plans, coordinates and manages the actions taken by an organization to acquire and execute a specific piece of business, either competitively or non-competitively. Integrate all functions and activities necessary to perform the project to meet the client or customer requirements. Plan and implement actions by the project team to define and implement technical baseline and meet quality requirements for project deliverables and	10 Years	Master's in a Related Field Project Management Professional

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	services. Direct project team personnel, manage cost and schedule, ensure contract compliance, and serve as a key customer interface. Small to moderate risk/complexity project. Responsible for managing all aspects of fiscal control, customer service, staffing, product development and delivery for large single projects and tasks, or programs comprised of several complex tasks.		(PMP) Recommended
Manager, Senior	Senior level management expert with specialized capabilities in the company's related field. Extremely proficient in Human Resource disciplines or sub-disciplines. Supervises subordinate management personnel, directorates and/or projects as required. Independently composes and contributes significant and complex reports and documents with minimal review or revision, capable of conceptualizing and communicating new approaches to internal audiences, supporting author of larger reports, can prepare and present complex customer briefings on group work. Capable and proficient in customer relations including marketing/public relations goals to advance the company's strategic goals.	10 Years	Master's in a Related Field
Manger, Quality	Provides Quality Control management for specific projects and/or departments in an organization. Primarily responsible for reviewing project goals/requirements, preparing a Quality Control Plan that addresses the same, and monitors adherence. Provides regular updates and briefings to the customer on the plan's functionality. Adjusts the plan as necessary to increase efficiency and meet the overall goals of the project/department. May be responsible for a Quality Control Team of individuals specifically created to monitor large projects requiring extensive and complex deliverables.	10 Years	Master's in a Related Field License/Certification as specified by the Project or Department the Quality Control Plan is designed to monitor.
Manager	Responsible for planning, directing and overseeing the operations and fiscal health of a business unit, division, department, or an operating unit within the organization. Responsible for overseeing and leading the work of a group of people in one or more areas of responsibility. Manages day-to-day operations and monitors employee work performance, attendance, morale and other human resource related concerns. Provides guidance and counseling to increase efficiency, address employee grievances and enhance team-building operations.	8 Years	Bachelor's in a Related Field
Consultant, Senior	Participates in the planning, tracking, analysis, and reporting on projects of varying type, size, complexity, and level of risk . Possesses management expertise with specialized capabilities in professional services disciplines or sub-disciplines. Independently composes and contributes significant and complex reports and documents with minimal review or revision, capable of conceptualizing and communicating new approaches to internal audiences, supporting author of larger reports, can prepare and present complex customer briefings on group work. Exerts significant latitude in determining objectives of assignments. May determine methods and procedures on new assignments or provide guidance to other personnel. Increase in complexity and scope of responsibility at higher levels.	6 Years	Bachelor's in a Related Field
Consultant, Intermediate	Participates in the planning, tracking, analysis, and reporting on projects of varying type, size, complexity, and level of risk. Independently composes and contributes to significant and complex financial, logistical, information technology, health care, social services or engineering related reports and documents with minimal review or revision, author of larger reports. Can prepare and present basic customer briefings on group work. Has knowledge and experience to handle unusual and seldom occurring job events.	5 Years	Bachelor's in a Related Field

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Consultant, Junior	Participates in the planning, tracking, analysis, and reporting on projects of varying type, size, complexity, and level of risk. Writes clear and logical reports and documents with some rewrite and review required, may contribute sections to larger reports. Independently creates simple models for routine situations, identifies and documents problems clearly, capable of minor judgments.	4 Years	Bachelor's in a Related Field
Senior Analyst, Program	Responsible for ensuring program requirements and responsibilities are being accomplished including working on the definition and implementation of program planning techniques to provide visibility on the contract. Responsibilities may also include developing budgets and schedules to meet program requirements for an assigned portion, participating in and establishing and defining plan requirements, and monitoring and reporting performance against plans to ensure contractual, cost and schedule objectives are met. Provides focus to subordinates directed by established policies and procedures. May provide day to day technical direction and guidance to lower level personnel. Plans, analyzes and develops problem solutions to achieve operational commitments as required by an organization's long-term plans, program, goals and policies. Provides analysis through written reports and briefings to senior management level personnel regarding task to goal performance. Incorporates Knowledge Management processes for recommended solutions.	5 Years	Master's in a Related Field
Analyst, Program	Responsible for ensuring program requirements and responsibilities are being accomplished including working on the definition and implementation of program planning techniques to provide visibility on the contract. Responsibilities may also include developing budgets and schedules to meet program requirements for an assigned portion, participating in and establishing and defining plan requirements, and monitoring and reporting performance against plans to ensure contractual, cost and schedule objectives are met. May provide day to day technical direction and guidance to lower level personnel. Plans, analyzes and develops problem solutions to achieve operational commitments as required by an organization's long-term plans, program, goals and policies. Provides analysis through written reports and briefings to senior management level personnel regarding task to goal performance. Incorporates Knowledge Management processes for recommended solutions. Assesses an organization's programs and policies and provides recommendations for how to improve them. Creates and implements data management collection techniques. Analyzes data to determine better ways to implement guidelines while maintaining budget plans. Participates in strategic planning meetings and ensures that all changes are well documented.	4 Years	Bachelor's in a Related Field
Analyst, Management	A Management Analyst is responsible for conducting and preparing operations and procedures manuals to assist management of an organization in operating more efficiently and effectively. Conducts organizational studies and evaluations, designs systems and procedures, and conducts work simplification and measurement studies. Analysis gather data and develops solutions or alternate methods of processing.	2 Years	Bachelor's in a Related Field
Analyst, Logistics	Captures and analyzes logistics data through various means including but not limited to: database systems, personal observation, reports and communication. Compares logistics data to company goals/projects and provides recommendations to streamline processes, increase efficiency and position the organization for future operations. Maintains historical documentation providing cost/benefit analysis on all logistics functions.	2 Years	Bachelor's in a Related Field
Analyst, Data	Data Analyst interprets data and turns it into information which can offer ways to improve an organization, thus affecting business decisions. Data Analyst gathers information from various sources and interprets patterns and trends . Once data has been gathered and interpreted, the Data Analyst will report back	2 Years	Bachelor's in a Related Field

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	what has been found in a comprehensive study to the wider business/relevant colleague. Also defines new data collection and analysis processes.		
Senior Support Specialist	Provide planning and functional expertise; perform master production scheduling, material planning, and advanced resource planning. Create, maintain, monitor, and report project/task plans, documentation, and/or schedules. Identify, communicate, and manage capacity, budget, and resource issues and prioritize schedules in response to customer requirements. May supervise other support personnel.	4 Years	Associate's Degree in Related Field
Intermediate Support Specialist	Write and/or edit project/task documents, reports, and deliverables. Develop outlines and drafts for review and approval by technical specialists and project management ensuring that final documents meet applicable contract requirements and regulations. Provide administrative /clerical support to programs and projects assigned.	2 Years	High School Degree
Support Specialist	Provide administrative/clerical or limited technical support specifically dedicated to the requirements of the project team. Plan and produce correspondence, reports, proposals, memos, and other documentation using a personal computer. Perform general clerical tasks, as required. May have responsibility for preparing a variety of documents using written guidelines. Usually responsible for data entry requirements for a variety of software programs/applications.	0 – Entry Level	High School Degree
Training Specialist, Senior	Develops, directs, plans, delivers and evaluates training programs or activities to meet external customer or internal employee learning objectives. Provides direct instruction and training to customers on services, procedures, processes, techniques, tactics, products or skill development. May create course content, training materials, visual aids and documentation to support a variety of instructional formats such as lecture, lab exercises, computer-based training and/or web-based training. May develop exam materials and may be responsible for testing and qualitative evaluation of participant's attainment of learning objectives. Delivers company training programs and workshops to customer employees and managers. Monitors the effectiveness of training on employees using individual or group performance results. Collects feedback on sessions from attendees to use for future improvement to content presentation. Develops new training program design and existing program enhancements including lesson plans and training aids. Specialized in a particular training program, subject, or function of the company. Training programs include topics such as leadership, supervisory/management training, work skills training, team building, and communication. Specialist on complex technical and business matters, work is highly independent.	5 Years	Master's in a Related Field
Training Specialist	Training Specialist is responsible for evaluating customer needs and current practices and creating and delivering a training development plan complete with materials, tutorials, instructions, and learning resources to include online modules and guides. Is a confident public speaker and a devoted educator who is up-to-date on the latest tools and resources needed to improve staffs training and performance. Is also responsible for researching and selecting the best platform to deliver and utilize training materials. Provides direct instruction and training to customers on services, procedures, processes, techniques, tactics, products or skill development. May create course content, training materials, visual aids and documentation to support a variety of instructional formats such as lecture, lab exercises, computer-based training and/or web-based training. Creates training strategies, initiatives and materials. Coordinates and monitors enrollment, schedules, costs and equipment.	2 Years	Bachelor's Degree in Related Field
Technical Writer / Editor	Provides a wide variety of research and technical assistance in direct support of projects. Provides document preparation and graphics support for simple and complex reports. Uses word processing, spreadsheet, presentation, and graphics software to create and edit documents. Supervises and produces draft	3 Years	Bachelor's Degree in Related Field

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	and final documents that reflect high standards of quality with respect to format, grammar, usage, and spelling. Interacts with technical personnel to research simple related topics or to resolve simple or routine problems.		
Technical Writer	Provides document preparation and graphics support for simple and complex reports. Uses word processing, spreadsheet, presentation, and graphics software to create and edit documents. Under supervision, produces draft and final documents that reflect high standards of quality with respect to format, grammar, usage, and spelling. Interacts with technical personnel to research simple related topics or to resolve simple or routine problems.	1 Years	Associate's Degree in Related Field
Logistician, Senior	Conducts senior-level analysis of logistics related functions including but not limited to acquisition, transportation, maintenance and real property (expendable/non-expendable). Experienced in all phases of the logistics life cycle management including cradle-to-grave processes for inventory, analysis and forecasting appropriate logistics requirements to support the company's strategic goals. Interacts and works closely with senior management of other departments to ensure appropriate logistics support for their operations. Senior level management expert. Independently composes and contributes significant and complex reports and documents with minimal review or revision, capable of conceptualizing and communicating new approaches to internal audiences, supporting author of larger reports, can prepare and present complex customer briefings on group work.	6 Years	Bachelor's Degree in Related Field
Logistician, Intermediate	Logistics expertise providing low to mid-level management in support of supply or warehouse operations. Monitors and provides supervision of individuals performing day-to-day operations in a logistics setting. Provides detailed reports to senior logistics management regarding current and forecasted supply, transportation and/or maintenance related fields. Ensures adherence to all appropriate policies and procedures required to successfully complete logistics functions. This includes ensuring all personnel are certified/licensed on the use of appropriate equipment and in compliance with all safety requirements.	2 Years	Bachelor's Degree in Related Field
Logistician,	Logistician providing low-level management support of supply or warehouse operations. Provides reports to senior logistics management regarding current and forecasted supply, transportation and/or maintenance related fields. Organizes transportation activities, including storage of goods, managing information accrued from point of origin to delivery, orchestrating transportation movements, and arranging for services as necessary.	2 Years	High School Degree
Supply/Warehouse Technician	Performs general technical duties for logistics operations in a supply or warehouse setting. Conducts daily tasks including receipt, inventory, storage, shipping and accountability of all items passing through their office/warehouse. May be required to operate various material handling equipment from the smallest forklift/pallet jack to large container movement. Comfortable with use of required automation database systems and other equipment in support of the supply/warehouse. This includes but is not limited to: bar code readers, digital labeling, shrink wrapping apparatus, computer database usage and tagging.	1 Years	High School Degree Material Handling Equipment Certification
Engineer, Senior	Conducts senior-level engineering analysis of complex technical problems, applying expertise in one or more engineering disciplines. Experienced in all phases of the engineering life cycle for complex technical systems, including, but not limited to research and development, test and evaluation, design, systems integration, engineering change/configuration evaluation and implementation, and technology forecasting. Senior level management expert. Independently composes and contributes significant and complex reports and documents with minimal review or revision, capable of conceptualizing and communicating new approaches to internal audiences, supporting author of larger reports, can prepare and present complex customer briefings on group	6 Years	Master's in a Related Field Professional Engineer License/Certification

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	work. Provides programmatic, policy and analytic expertise in an engineering or technology related field.		
Engineer	Conducts engineering analysis of complex technical problems, applying expertise in one or more engineering disciplines. Experienced in engineering complex technical systems, and analyses, including, but not limited to research and development, test and evaluation, design, systems integration, engineering change/configuration evaluation and implementation, and technology forecasting. Independently composes and contributes to significant and complex engineering related reports and documents with minimal review or revision, author of larger reports. Can prepare and present basic customer briefings on group work. Provides programmatic, policy and analytic support in an engineering or technology related field.	4 Years	Master's in a Related Field Professional Engineer License/Certification
Planner, Senior	Manages complex planning studies, development applications and reviews proposals. Knowledge of principles, methodology, practices of research and data collection. Knowledge of computer hardware and software programs, which may include Microsoft Office, Internet applications, and GIS. Excellent oral and written communication skills for preparing and presenting planning reports and projects. Excellent interpersonal skills for facilitating relationships with elected/appointed officials or other decision-makers. Creative problem-solving skills to gather relevant information to solve less well- defined planning problems. Planning may include transition or equipment planning for a initial outfitting and transition (IO&T) project.	8 Years	Master's in a Related Field
Planner, Intermediate	Works under the direct supervision of the Chief/Senior Planner or planning head in the organization. Possesses excellent skills of communication, documentation, statistical analysis; technical skills (CAD, MS Office, and internet). Prepares planning documentation and briefings for use of the Chief/Senior Planner in support of their duties. Conducts mid-level planning analysis, research and operations. Planning may include transition or equipment planning for a initial outfitting and transition (IO&T) project.	6 Years	Bachelor's Degree in Related Field
Planner	Develops plans through analysis of data and identification of for the community, organization or project. Provides recommendations for processes and procedures in the appropriate field to support the goals and long-term solutions of any project. Provides planning analysis, research and operations in support of higher-level planners in the form of written products. Conducts appropriate low-level coordination with other departments/organizations within the project scope. Planning may include transition or equipment planning for an initial outfitting and transition (IO&T) project.	4 Years	Associate's Degree in Related Field
Simultaneous Interpreter Services (to-from English)	Simultaneous interpreting is most commonly used for high level conferences. Interpreters must have a native language proficiency and an ability to quickly and accurately convert foreign languages into English or vice versa. The minimum qualifications for LOD Foreign Language Interpreters are as follows: <ul style="list-style-type: none"> - Ability to interpret simultaneously - Ability to capture and convey attitudes and cultural nuances to the listening audience – -Ability to speak in clear and concise grammatically correct statements – -Perform clear and accurate interpretation from English into the foreign language and from the foreign language into English – -Ability to work under pressure and provide accurate interpretation. 	4 years	Bachelor Degree
Consecutive Interpreter Services (to-from English)	Consecutive interpreting ranges from sessions for an individual, (such as a doctor's examination, a legal deposition, or a conference between a teacher and a parent) to small seminars, the courtroom, and large conferences. Usually conducted without special sound equipment, consecutive interpreting requires the speaker to pause from time to time while his/her remarks are interpreted. The consecutive interpreter orally renders a statement after the speaker has	2 years	Bachelor Degree

	finished. Statements may vary in complexity and length from a single word to an utterance of three or four minutes.		
Linguist, Senior	Translates, interprets, analyzes in two or more languages. Has the ability to provide technical linguist skills, such as medical or legal interpretations & translations.	4 years	Bachelor Degree
Linguist	Translates, interprets, analyzes in two or more languages.	2 years	Associates

Education & Experience Substitution Policy

The above describes the functional responsibilities and education and experience requirements for each labor category. These requirements are a guide to the types of experience and educational background of typical personnel in each labor category. Education and experience may be substituted for each other as follows:

Additional educational achievements in excess of requirements can be substituted for experience:

Required Education	Actual Education Obtained	Additional Years of Experience Credited
MBA/MS/MA	Ph.D.	4
BA/BS	Ph.D.	6
BA/BS	MA/MS	2
AA/AS	MA/MS	4
AA/AS	BA/BS	2
HS/GED	BA/BS	4
HS/GED	AA/AS	2

Additional experience in excess of requirements can be substituted for educational requirements:

Actual Education	Required Education	Additional Years of Experience Needed for Educational Requirements Equivalency
None	HS/GED	2
HS/GED	Tech-Inst. /Military Training	2
HS/GED	AA/AS	3
HS/GED	BA/BS	No equivalency
HS/GED	MA/MS	No equivalency
HS/GED	Ph.D.	No equivalency
AA/AS	BA/BS	2
AA/AS	MA/MS	No equivalency
AA/AS	Ph.D.	No equivalency
BA/BS	MA/MS	3
BA/BS	Ph.D.	No equivalency
MA/MS	Ph.D.	3