GENERAL SERVICES ADMINISTRATION

Federal Acquisition Service

Authorized Federal Supply Schedule FSS 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

Contract number: 47QRAA20D0035

Current Contract Period: 12/12/2019 – 12/11/2024

OCT Consulting, LLC
1311 Capulet Ct
McLean, VA 22102-2756
Phone: (703) 677-8413
www.octconsulting.com

Contract administration source:
Atul Kathuria
Email: atul.kathuria@octconsulting.com
Phone: (703) 677-8413

Business size: Small Business, SBA Certified Small Disadvantaged Business, 8(a) Sole Source Pool

For more information on ordering go to the following website https://www.gsa.gov/schedules.

Price list current as of Modification #PS-0011 effective February 13, 2024.

Prices Shown Herein are Net (discount deducted)

CUSTOMER INFORMATION

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

SINs	Recovery	SIN Title
54151HACS	54151HACSRC	Highly Adaptive Cybersecurity Securities (HACS)
541611	541611RC	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
54151S	54151SRC	Information Technology Professional Services
OLM / OLMSTLOC	OLMRC	Order-Level Materials (OLM)

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply. Not Applicable

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item. See Page 4

2. Maximum order:

SINs	Maximum Order
54151HACS & 54151S	$500,000
541611	$1,000,000
OLM	$250,000

3. Minimum order: $100

4. Geographic coverage (delivery area).

SINs 541611 and OLM – 48 States, DC
SIN 541HACS – 50 States, DC, Territories

5. Point(s) of production (city, county, and State or foreign country). Same as Company Address

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

7. Quantity discounts. None

8. Prompt payment terms. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions. Net 30 days

9. Foreign items (list items by country of origin). Not Applicable

10a. Time of delivery. (Contractor insert number of days.) Contact Contractor

10b. Expedited Delivery. Items available for expedited delivery are noted in this 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(es). Ordering Address

12b. Ordering procedures:) See Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment address(es). Payment Address

14. Warranty provision. Standard Commercial Warranty Terms & Conditions

15. Export packing charges, if applicable. Not Applicable

16. Terms and conditions of rental, maintenance, and repair (if applicable). Not Applicable

17. Terms and conditions of installation (if applicable). Not Applicable

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). Not Applicable

18b. Terms and conditions for any other services (if applicable). Not Applicable

19. List of service and distribution points (if applicable). Not Applicable

20. List of participating dealers (if applicable). Not Applicable

21. Preventive maintenance (if applicable). Not Applicable

22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). Not Applicable

22b. If applicable, indicate that Section 508 compliance information is available for the information and communications technology (ICT) products and services and show where full details can be found (e.g. contractor's website or other location.) ICT accessibility standards can be found at: https://www.Section508.gov/. Not Applicable

23. Unique Entity Identifier (UEI) number. GWMAU9613LM3

24. Notification regarding registration in System for Award Management (SAM) database.
Contractor registered and active in SAM

SIN	Labor Category	GSA PRICE including IFF
54151S	Cloud Computing Specialist Senior	$147.20
54151S	Cloud System Engineer Senior	$139.79
54151S	Cloud Security Specialist Senior	$123.66
54151S	Cloud Architect	$146.91
54151S	Network Engineer Senior	$125.62
54151S	Program Analyst Junior	$104.35
54151S	Program Analyst Senior	$140.32
54151S	QA Specialist Senior	$111.34
54151S	Help Desk Specialist Senior	$91.83
54151S	Software Engineer Senior	$148.49
54151S	System Administrator Junior	$89.69
54151S	System Administrator Senior	$118.43
54151S	Web Programmer Senior	$107.06
54151S	IT Security Specialist Senior	$112.53
54151S	Network Engineer Mid	$107.39
54151S	Database Administrator Senior	$141.85
54151S	IT Project Manager	$160.06
54151S	IT System/Enterprise Architect	$163.50
54151S	IT Senior Software Developer	$145.42
54151S	IT Software Developer	$134.08
54151S	IT Business Analyst	$146.71
54151S	IT Infrastructure /Cloud Engineer	$173.60
541611	Junior Contract Specialist	$81.97
541611	Contract Specialist	$103.79
541611	Senior Contract Specialist	$139.64
541611	Program Manager I	$151.72
541611	Program Manager II	$175.85
541611	Subject Matter Expert	$209.51
541611	Analyst	$78.72
541611	Senior Analyst	$112.33

541611	Junior Analyst	$63.21
541611	Administrative Assistant**	$61.29
541611	Executive Recruiter	$168.12
541611	Senior Recruiter	$144.00
541611	Recruiter	$117.40
541611	Team Lead	$153.27
541611	Contracts Administrator I	$68.12
541611	Contracts Administrator II	$77.85
541611	Contracts Administrator III	$87.48
541611	Contracts Administrator IV	$107.05
541611	Cost/Price Analyst I	$77.65
541611	Cost/Price Analyst II	$97.31
541611	Cost/Price Analyst III	$131.48
541611	Procurement Clerk I	$48.66
541611	Procurement Clerk II	$58.39
541611	Procurement Analyst I	$82.72
541611	Procurement Analyst II	$92.45
541611	Procurement Analyst III	$121.74
541611	Procurement Analyst IV	$141.11
541611	Business Systems Support Specialist I	$72.92
541611	Business Systems Support Specialist II	$102.18
54151HACS	Cyber Analyst I	$122.32
54151HACS	Cyber Engineer III	$179.88
54151HACS	Cyber Engineer I	$98.93
54151HACS	Cybersecurity Specialist Level I	$73.75
54151HACS	Cybersecurity Specialist Level III	$93.54
54151HACS	Cyber Analyst II	$143.91
54151HACS	Cyber Analyst III	$170.89
54151HACS	Cyber Program Manger	$237.14
54151HACS	Cyber Principal/Program Manager II	$237.14
54151HACS	Cyber Project Manager I	$161.89
54151HACS	Cyber Subject Matter Expert II	$269.82

Service Contract Labor Standards Matrix:

SCLS Matrix		
SCLS Eligible Contract Labor Category/Fixed Price Service	**SCLS Equivalent Code Title**	**WD Number**
Administrative Assistant	010210 Administrative Assistant	2015-4300

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

SIN	Labor Category	Labor Category Description	Min. Education	Years of Experience
54151S	Cloud Computing Specialist Senior	Oversee the development of future Cloud based component architectures and migration plans. Conceive, design, prototype, and test new methods, algorithms, and models. Define and enforce appropriate technical standards and procedures. Lead the research and development of new Cloud based products and applications. Define system, technical and application architectures for major areas of development.	Bachelor's Degree	6
54151S	Cloud System Engineer Senior	Responsible for planning and engineering of an organization's cloud computing infrastructure and applications. Implements and designs server, network, and software configurations for a cloud computing infrastructure and applications with a focus on DevOps principles. Monitors the performance of systems. Familiar with standard concepts, practices, and procedures of cloud technology, including Software as Service (SaaS), Platform as Service (PaaS), or Infrastructure as a Service (IaaS).	Bachelor's Degree	6
54151S	Cloud Security Specialist Senior	Strong understanding of Cloud information flows and process architecture necessary for implementation of cloud security. Uses information technology to plan, prepare, and execute cloud related security tasks. Prepares and reviews Cloud security architecture. Applies knowledge of security requirements, documentation, and risk mitigation strategies Develops Cloud design documentation. Implements Cloud security policies and procedures. Conducts Cloud security audits against contractual requirements	Bachelor's Degree	8
54151S	Cloud Architect	CDaaS-PaaS - Saas -Cloud Hosting Architect /Design cloud solutions to meet scalability, capacity, availability, performance, storage, cost and application/platform requirements. Design Security, access control, Experience with access / identity management technologies (OAuth, OpenID, SAML) Design public, private and hybrid cloud solutions Integrate tools and services for all areas of cloud computing, such as data and networks. Work with customers, team members to understand their requirements and translate into effective cloud patterns Design and Implement Continuous Integration/Continuous	Bachelor's Degree	2

		Delivery Service		
54151S	Network Engineer Senior	Installs and maintains complex networks that typically link numerous computing platforms, operating systems, and network topologies across widely dispersed geographic areas. Evaluates hardware and software suitable for large, complex networks. Tests and implements interface programs. Develops security procedures. Manages network performance. Troubleshoots and resolves complex problems to ensure minimal disruption of mission-critical applications. Maintains fault-tolerant systems and manages systems backups. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. A wide degree of creativity and latitude is expected. Very likely directs and leads others. Works under general supervision. Typically reports to a manager or head of a unit/department. BS/BA degree (or equivalent) plus 8 to 10 years' experience in related field. Typically requires certification as a network engineer and may require extensive expertise across hardware and systems supplies by multiple vendors.	Bachelor's Degree	8
54151S	Program Analyst Junior	Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization's application systems. Consults with users to identify current operating procedures and to clarify program objectives. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Primary job functions do not typically require exercising independent judgment. Typically reports to a project leader or manager. Minimum Education: Bachelor's Degree in computer science, computer engineering	Bachelor's Degree	4
54151S	Program Analyst Senior	Works with users to identify current operating procedures and clarify program objectives. Outlines steps required for program development, including diagrams and charts. Writes program documentation and operations guidelines. Provides technical guidance to lower-level analyst/programmers. Requires comprehensive knowledge of programming techniques, networked and centralized operating systems, and the capabilities of enterprise database products and development suites. May team with external consultants in the development of unique applications that meet employer's requirements. Requires detailed and comprehensive knowledge of employer's applications and systems. A wide degree of creativity and latitude is expected. Requires proficiency in programming languages. May lead and direct others.	Bachelor's Degree	6
54151S	QA Specialist Senior	Responsible for all aspects of quality assurance and compliance with applicable regulatory requirements; conducts audits and reviews/analyzes data and documentation. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Will very likely lead and direct the work of others. A wide degree of creativity and	Bachelor's Degree	8

		latitude is expected. Typically reports to a manager or head of a unit/department.		
54151S	Help Desk Specialist Senior	Helps supervise the day-to-day operations of the help desk. Identifies, researches, and resolves complex technical problems. Creates and manages escalation procedures and ensures service levels are maintained. Documents, tracks, and monitors problems to ensure resolution in a timely manner. A level I supervisor is considered a working supervisor with little authority for personnel actions. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. Typically reports to a project leader or manager. A wide degree of creativity and latitude is expected.	Bachelor's Degree	8
54151S	Software Engineer Senior	Oversees technical design, development, and implementation of large projects and/or major software products and systems. Assists in defining architecture requirements and establishing standards for design and development. Consults with management and customers regarding product feasibility and viability of product plans and designs. Factors emerging technologies and product supportability into design and implementation. Serves as primary technical resource to development team. May act as team leader in prioritizing group tasks, determining individual assignments, and reviewing work of lower-level developers. Provides product demonstrations and participates in trade shows, seminars, industry panels, and user group meetings. Interacts with customers regarding strategies, requirements, problem solving, and support. This is normally the senior non-management developer level. Typically reports to a manager or head of a unit/department.	Bachelor's Degree	8
54151S	System Administrator Junior	Maintains data files and control procedures for a simple system of networked personal computers or for a group of desktop computers linked to a host server. Responsible for system security and data integrity. Assigns passwords and monitors use of resources. Back up files as required. May produce periodic business reports, generate output such as labels, letters, and forms, and respond to frequent management request for information. May require extensive knowledge of software such as Microsoft Office and similar suites of business applications. May be a resident expert for applications running on a department-wide LAN or for the entire computer system in a smaller enterprise.	Bachelor's Degree	4
54151S	System Administrator Senior	Installs new software releases, system upgrades, evaluates and installs patches and resolves software related problems. Performs system backups and recovery. Maintains data files and monitors system configuration to ensure data integrity. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision; typically reports to a project leader or manager. A certain degree of creativity and latitude is required. Familiar with standard concepts, practices, and procedures within a particular field. Will likely will lead or direct others	Bachelor's Degree	8

54151S	Web Programmer Senior	Installs new software releases, system upgrades, evaluates and installs patches and resolves software related problems. Performs system backups and recovery. Maintains data files and monitors system configuration to ensure data integrity. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision; typically reports to a project leader or manager. A certain degree of creativity and latitude is required. Familiar with standard concepts, practices, and procedures within a particular field. Will likely will lead or direct others	Bachelor's Degree	8
54151S	IT Security Specialist Senior	Ensures that all system platforms are functional and secure. Works with upper management to determine acceptable level of risk for enterprise computing platforms. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. A wide degree of creativity and latitude is expected. Very likely directs and leads others. Works under general supervision. Typically reports to a manager or head of a unit/department.	Bachelor's Degree	8
54151S	Network Engineer Mid	Install, maintains, and coordinates the use of employer's or customer's Local Area or Wide Area Network (LANWAN). Evaluates hardware and software, including peripheral, output, and telecommunications equipment. Enforces security procedures, installs network software, and manages network performance. Troubleshoots and resolves complex problems. Implements and coordinated network policies, procedures, and standards. Trains users. Generally responsible for maintaining moderately complex networks of 25 to 100 nodes. Familiar with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. Works under general supervision	Bachelor's Degree	4
54151S	Database Administrator Senior	Reviews, evaluates, designs, implements and maintains company database[s]. Identifies data sources, constructs data decomposition diagrams, provides data flow diagrams and documents the process. Writes codes for database access, modifications, and constructions including stored procedures. Develops and formulates standards, procedures, and conventions for database use. Works with technical/programming staff to ensure database security. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. A wide degree of creativity and latitude is expected. Very likely directs and leads others. Works under general supervision. Typically reports to a manager or head of a unit/department.	Bachelor's Degree	10
54151S	IT Project Manager	Serves as the project team manager or system development manager and primary point of contact with client. Assumes responsibility for managing engagement issues and outlining project work plans and deliverables. Reviews engagement scope for consistency with overall firm and client objectives. Actively manages project resources, budget activities, quality control practices, and project deliverables. Maintains communication with the	Bachelor's Degree	10

		client and project team and provides technical direction and experience. Assumes responsibility for proper implementation of technical solutions and overall project performance.		
54151S	IT System/Enterprise Architect	Provides advice and guidance regarding the architecture in terms of business, data, application and technology. Develops enterprise architecture artifacts and conducts analyses on enterprise architecture artifacts. Assists and supports with the configuration of systems, networks and IT related business processes. Assists the client in knowledge transfer, testing and supports the preparation of IT project lifecycle business, functional and technical deliverables/work products. Demonstrates knowledge of architecture methodologies and core competencies and sets priorities appropriately.	Bachelor's Degree	6
54151S	IT Senior Software Developer	Has full technical knowledge and thorough understanding of business applications of the project. Also has duties to instruct, assign, direct, and check the work of other software developers on an assigned development team. Assists in scheduling and coordinating projects. May be involved in the design phase of a project as well. Works with customers and technical staff to resolve problems with software and responds to suggestions for improvements and enhancements. Acts as team leader on projects. Participates in development of software user manual and training.	Bachelor's Degree	8
54151S	IT Software Developer	General supervision, performs, develops, codes, tests, and debugs new software or enhancements to existing software. Has good understanding of client s business applications. Works with technical staff to understand problems with software and is responsible for resolving them. Resolves customer complaints with software and responds to suggestions for improvements and enhancements. May assist in development of software user manuals. Demonstrates software.	Bachelor's Degree	5
54151S	IT Business Analyst	Serves as a key analytical and technical resource on engagement team by helping to formulate and define systems scope and objectives through research and fact-finding combined with a basic understanding of business systems, industry requirements and technology implications. Assumes responsibility for analyzing and documenting data, conducting extensive research, and integrating technical solutions. Performs financial and data modeling, evaluates current processes, and prepares appropriate documentation for client. Maintains accountability for process deliverables and business presentations to client.	Bachelor's Degree	4
54151S	IT Infrastructure /Cloud Engineer	Manages various design/engineering facets of enterprise cloud deployments including deployment methodology, installation, configuration, best practices, security architecture, application integration, content management, change management, project risk mitigation. Leads technical aspects of Cloud deployment projects and assessments including user interface design (UI), installation, configuration, application integration, and training in those same areas. Leads implementation of software solutions in cloud environments.	Bachelor's Degree	5

541611	Junior Contract Specialist	Functions in a junior to mid-level contract specialist capacity. Under guidance, carries out pre-determined and recurring tasks which are designed to provide broad, but limited exposure to the contract's profession. Assignments may include acquisition planning, proposal solicitation preparation, market research/analysis, selection and administration of terms and conditions, negotiation and preparation of contract modifications, cost/price analysis, evaluation of performance, contract termination, and contract close-out.	High School	2
541611	Contract Specialist	Carries out pre-determined and recurring contract administration duties, such as: acquisition planning, proposal solicitation preparation, SOW development, market research/analysis, selection and administration of terms and conditions, cost/price analysis, negotiation, preparation of contract modifications, evaluation of performance, contract termination, and contract closeout. Must leverage extensive knowledge and exposure to different contract types.	Bachelors	5
541611	Senior Contract Specialist	Carries out contract acquisition administration duties, such as: acquisition planning, proposal solicitation preparation, market research/analysis, selection and administration of terms and conditions, cost/price analysis, negotiation, preparation of contract modifications, evaluation of performance, contract termination, and contract closeout. Knowledge and exposure to cost reimbursement/cost sharing contracts and review of claims and equitable adjustments. Must possess the ability to simultaneously manage, coordinate and pursue multiple, complex projects and activities at once.	Bachelors	8
541611	Program Manager I	Directs the planning and management of multiple projects and retains overall responsibility for performance, implementing engineering related projects and contractual compliance. Ensures management goals and standards are successfully implemented.	Bachelors	5
541611	Program Manager II	Responsibilities include handling the day-to-day management and administration of project tasks. Developing detailed work plans and schedules. Assigns team responsibilities and supervises efforts. Monitors resources as necessary to complete duties in accordance with scheduled milestones and budgetary constraints. Performs quality checks of all work products. Interacts continually with government clients. Assists, coordinates with and supports the Program Manager. Stays informed of the day-to-day status of the program, projects, and staff. Provide direction and oversight throughout project lifecycle to project team to meet applicable business requirements. Engage appropriate stakeholders in risk identification and mitigation. Serves as an analytical engineering, facilities, and construction management resource for each project.	Bachelors	8
541611	Subject Matter Expert	Leverages extensive knowledge in designated field or discipline. Provides insight and advice concerning task or project strategic direction and outcomes. May contribute to the evaluation, analysis, and development of recommended solutions. Resolves complex problems, which require an in-depth knowledge of subject matter related to the designated field or discipline. Applies	Bachelors	10

		principles and methods of the subject matter to specialized solutions. Capable of planning, directing and implementing initiatives. Provides advanced specialized scientific, engineering and other functional support required to complete high technology projects. Provides enterprise-wide, advisory assistance in the planning, troubleshooting, integration, research, design, development, testing, modeling, simulation and training on the most complex work requirements.		
541611	Analyst	Supports analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conducts activities in support of project team's objectives.	Bachelors	2
541611	Senior Analyst	Senior expert with extensive knowledge and experience developing and applying analytic methodologies and principles. Leads the application of analytic techniques and helps define project objectives and strategic direction. Is responsible for providing leadership and vision to client and project teams around the methodology. Resolves complex problems, which require an in-depth knowledge of analytic methodologies and principles. May direct the activities of more junior Analysts or other staff as necessary on activities related to the application of analytical techniques and methodologies.	Bachelors	6
541611	Junior Analyst	Entry level positions, serving as a part of a team of Technical Specialist in one or more project tasks, performing routine assignments associated with the implementation of standard techniques, procedures and/or criteria as they apply to the technical or administrative discipline relating to the task under direct supervision. Using prescribed methods and information supplied, prepares draft inputs to program documentation as it relates to any of the support functions; reviews final draft documents for conformity to requirements and completeness.	High School	1
541611	Administrative Assistant**	Capability to assist cost analysts/budget analyst/schedule analyst by collecting, organizing and maintaining cost and cost related data. This includes carrying out literature and reference searches to extract and/or abstract pertinent information from source material in support of engineering or cost analysis activities. Ability to perform computer assisted analysis of data.	High School	2
541611	Executive Recruiter	Oversees, manages, plans, coordinates and executes recruiting activities to provide labor support for various organizations including the military and federal agencies. Has a strong familiarity with client's organizational mission, eligibility requirements, and personnel requirements. Develops prospecting strategies, conducts interviews, assists candidates with the application process and develops demographic studies and market analysis. Recruits senior level employees to support clients and/or mission requirements. Coordinates directly with leadership at the customers facility.	Bachelors	10
541611	Senior Recruiter	Plans, coordinates and executes recruiting activities to provide labor support for various organizations including the military and federal agencies. Has a strong familiarity with client's organizational mission, eligibility	Bachelors	8

		requirements, and personnel requirements. Develops prospecting strategies, conducts interviews, assists candidates with the application process and develops demographic studies and market analysis. Coordinates and reports to Executive Recruiter or Program Manager		
541611	Recruiter	Oversees, manages, plans, coordinates and executes recruiting activities to provide support for various organizations including the military and federal agencies. Has a strong familiarity with client's organizational mission, eligibility requirements, and personnel requirements. Develops prospecting strategies, conducts interviews, assists candidates with the application process and develops demographic studies and market analysis. Reports to the Senior Recruiter or Program Manager.	Associates	2
541611	Team Lead	Provides leadership and direction to team members. Serves as the primary interface with the client related to program/project management, management consulting acquisition and procurement support services. In coordination with the Project Manager, is responsible for the design, development and technical execution of programs/projects. Delegates tasks and reviews work products for completeness and adherence to customer requirements. Trains and mentors' staff and completes other administrative and managerial tasks as needed. Possesses advanced critical thinking, proficiency in writing, as well as advanced knowledge and experience in business consulting. Possesses knowledge of federal regulations and policies to support business functions such as procurement, budgeting, and information technology.	Bachelors	7
541611	Contracts Administrator I	Provides entry level project support on tasks such as Data Management, Business Management, Contract Management, Cost Variance Analysis. Support in contract administration activities such as creating project documents for review, creating and maintaining contract files, supporting team lead in day-to-day contracting support activities. Possesses critical thinking and proficiency in writing as well as entry-level knowledge of procurement practices and principles.	Bachelors	1
541611	Contracts Administrator II	Provides mid-level project support on tasks such as Data Management, Business Management, Contract Management, Cost Variance Analysis, General Management, Procurement Strategy and Analysis. Support in contract administration activities such as creating project documents for review, creating and maintaining contract files, supporting audits, managing data to ensure regulatory compliances. Possesses critical thinking and proficiency in writing and knowledge of procurement practices and principles.	Bachelors	2
541611	Contracts Administrator III	Assists with the procurement, award, and administration of a variety of contractual vehicles including cost analysis, RFP/RFQ solicitation reviews, price proposal preparation and review, correspondence, file preparation, documentation, certification, and deliverables for major contracts. Performs closeout activities and assures delivery, inspection, and acceptance of contractual end items before recommending final closeout of the contract. Possesses critical thinking and proficiency in writing as well as advance-level knowledge of procurement practices	Bachelors	4

		and principles.		
541611	Contracts Administrator IV	Responsible for full lifecycle contract administration including development of acquisition packages, RFP/RFQ solicitation reviews, price proposal preparation and review, contract negotiation, correspondence, documentation, certification, and deliverables for major contracts. Assist program/project managers with the interpretation of applicable terms and conditions. Interface with client contracts officers/managers and/or procurement specialists on contract matters. Performs closeout activities and assures delivery, inspection, and acceptance of contractual end items before recommending final closeout of the contract. Trains and mentors team members. Possesses critical thinking and proficiency in writing as well as senior-level knowledge of procurement practices and principles.	Bachelors	6
541611	Cost/Price Analyst I	Assists with analysis of contractor proposals and conducts price analysis, cost analysis, and cost realism analysis to carry out procurement actions. Develops and prepares pricing models and strategies for solicitations. Provides administrative, data entry and analysis, budgeting and forecasting, audit support, and research support on client engagements. Possesses entry-level knowledge and experience of contract types, negotiation techniques, and cost price analysis.	Bachelors	2
541611	Cost/Price Analyst II	Analyzes contractor proposals and conducts price analysis, cost analysis, and cost realism analysis to carry out procurement actions. Develops and prepares pricing models and strategies for solicitations. Assists in drafting and preparing project deliverables. Supports the team in implementation and providing budgeting forecasting and audit support, documenting requirements for financial and business management and systems solutions. Possesses mid-level knowledge and experience of contract types, negotiation techniques, and cost price analysis.	Bachelors	6
541611	Cost/Price Analyst III	Serves as a subject matter expert on cost and price analysis evaluations providing proficient analysis and assistance in price analysis, cost analysis, and cost realism analysis. Directs the in-depth analysis of contractor proposals and conducts price analysis, cost analysis, and cost realism analysis to carry out procurement actions. Develops and prepares pricing models and strategies for solicitations. Trains and mentors team members and revises and maintains training material and other training tools to increase awareness of Cost and Pricing Policies and Processes. Utilizes cost analysis techniques to develop complex pricing arrangements and incentives. Possesses expert-level knowledge and experience of contract types, negotiation techniques, and cost price analysis.	Bachelors	10
541611	Procurement Clerk I	Assist with a variety of administrative matters. Provides assistance and support to procurement operations including generation of basic procurement documents, maintenance of files, data calls, and procurement reports. Possess knowledge of procurement data analysis using various procurement and financial systems.	High School	0
541611	Procurement	Assist with a variety of administrative matters. Provides	Bachelors	3

	Clerk II	assistance and support to procurement operations including generation of basic procurement documents, maintenance of files, data calls, and procurement reports. Possess knowledge of procurement data analysis using various procurement and financial systems.		
541611	Procurement Analyst I	Provides assistance and support to procurement operations and performs a variety of tasks concerning issues, problems, opportunities, and challenges facing the procurement process consistent with regulations. Provides policy and information management support such as maintaining policy documentation, interpretation, and dissemination of procurement regulations. Provides administrative support for source selection activities and assists in creating, updating, and maintaining procurement forms and templates. Possesses entry-level knowledge of FAR and related procurement policies and procedures. Utilizes multiple procurement systems such as SAP, PPS, FPDS.	Bachelors	2
541611	Procurement Analyst II	Provides assistance and support to procurement operations and performs a variety of tasks concerning issues, problems, opportunities, and challenges facing the acquisition process consistent with regulations. Provides policy management support such as maintaining policy documentation, interpretation, and dissemination of procurement regulations. Provides administrative and support for source selection activities and assists in creating, updating, and maintaining procurement forms and templates. Performs a wide array of complex, diverse, and high visibility tasks concerning issues, problems, opportunities, and challenges facing the acquisition process. Possesses mid-level knowledge of FAR and related procurement policies and procedures. Utilizes multiple procurement systems such as SAP, PPS, FPDS. Assist and support a wide array of procurement actions including audits, grants and agreements.	Bachelors	4
541611	Procurement Analyst III	Provides senior level operational and analytic support for all phases of procurement and grants lifecycle. Formulates policies and procedures for bid proposals and procurement of goods and services. Analyzes policies, procedures, prepares reports; conducts studies; researches and evaluates suppliers, based on price, quality, selection, service, support, availability, reliability, production and distribution capabilities, and the supplier's reputation and history. Analyzes price proposals, financial reports, and other data and information to determine reasonable prices. Evaluates and monitors contract performance to ensure compliance with contractual obligations. Monitors and follows applicable laws and regulations. Possesses senior-level knowledge of FAR and related procurement policies and procedures. Assist in maintaining procurement templates.	Bachelors	6
541611	Procurement Analyst IV	Provides expert level operational and analytics services to efficiently provide support throughout the procurement operations and grant's lifecycle. Support the acquisition and grants process consistent with regulations. Formulates policies and procedures for bid proposals and procurement of goods and services. Analyzes policies, procedures, prepares reports; conducts studies; performs oversight	Bachelors	8

		functions/reviews such as Procurement Management Reviews or in-process Quality Assurance Reviews. Researches and evaluates suppliers based on price, quality, selection, service, support, availability, reliability, production and distribution capabilities, and the supplier's reputation and history. Monitors and follows applicable laws and regulations. Trains and mentors team members. Utilizes procurement systems (e.g. FPDS, SharePoint, etc.) from data entry to reports retrieval. Possesses expert-level knowledge of FAR and related procurement policies and procedures.		
541611	Business Systems Support Specialist I	Provides systems assistance and support to procurement operations, audits, grants, agreements, and/or other functions. Provides support including analysis of business and user needs, documenting requirements, and revising existing system logic difficulties as necessary. Provide trainings on systems, recommends solutions to resolve procurement and financial issues related to systems. Provide support in financial closing and possesses entry or mid-level knowledge of business systems.	Associates	2
541611	Business Systems Support Specialist II	Possesses senior-level knowledge of business systems such as SharePoint, SAP, other federal business systems and tools. Define systems scope and objectives based on both user needs and a good understanding of applicable business systems and industry requirements. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Includes analysis of business and user needs, documentation of requirements, and translation into proper system requirement specifications. Possesses technical competency in systems analysis and support while considering the business implications of the application of technology to the current and future business environment. Recommends solutions to resolve end user procurement and financial issues related to systems. Trains and mentors team members. Provide system trainings and mentors the team members.	Associates	4
54151HACS	Cyber Analyst I	Responsible for maintaining appropriate levels of information security throughout the organization; ensure effective use of security measures and technical solutions to protect data. This person will develop and implement practical and achievable policies and practices for the protection of business information regardless of media or delivery mechanism. Will also ensure the compliance with regulatory requirements and security best practices as defined by industry experts and internal audit.	Bachelors	3
54151HACS	Cyber Engineer III	Perform assessments of systems and networks within the networking environment or enclave and identify where those systems and networks deviate from acceptable configurations, enclave policy, or local policy. This is achieved through passive evaluations such as compliance audits and active evaluations such as vulnerability assessments and penetration testing. Includes support of process, analysis, coordination, security certification test, security documentation, as well as investigations, software research, hardware introduction and release, emerging technology research inspections and periodic audits.	Bachelors	10

		Implementation of the required government policies, make recommendations on process tailoring, participate in and document process activities.		
54151HACS	Cyber Engineer I	Perform assessments of systems and networks within the networking environment or enclave and identify where those systems and networks deviate from acceptable configurations, enclave policy, or local policy. This is achieved through passive evaluations such as compliance audits and active evaluations such as vulnerability assessments and penetration testing. Includes support of process, analysis, coordination, security certification test, security documentation, as well as investigations, software research, hardware introduction and release, emerging technology research inspections and periodic audits. Assist in the implementation of the required government policies, make recommendations on process tailoring, participate in and document process activities.	Bachelors	3
54151HACS	Cybersecurity Specialist Level I	Functional Responsibilities: Installing, operating and maintaining security appliances, and shall possess experience in making advanced recommendations for configuring the security posture of operational systems. Design, develop or recommend integrated security systems and physical control solutions that will ensure proprietary/confidential data and systems are protected. Provide technical services for the support of integrated security systems and solutions to manage information-related risks. Participates with the client in the strategic design process to translate security and business requirements into technical designs. Configures and validates secure systems and physical controls, and tests security products and systems to detect security weakness. Determines enterprise information assurance and security standards; Develops and implements information assurance/security standards and procedures; Coordinates, develops, and evaluates security programs for an organization. Recommends information assurance/security solutions to support customers' requirements; Identifies, reports, and resolves security violations; Establishes and satisfies information assurance and security requirements based upon the analysis of user, policy, regulatory, and resource demands; Supports customers at the highest levels in the development and implementation of doctrine and policies; Applies know-how to government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures; Performs analysis, design, and development of security features for system architectures; Analyzes and defines security requirements for computer systems which may include mainframes, workstations, and personal computers; Designs, develops, , and implements solutions that meet security requirements; Provides integration and implementation of the computer system security solution; Analyzes general information assurance-related technical problems and provides basic engineering and technical support in solving these problems; Performs vulnerability/risk analyses of computer systems and applications during all phases of the system development life cycle; Ensures that all information systems are	Bachelors	3

		functional and secure.		
54151HACS	Cybersecurity Specialist Level III	Design, develop or recommend integrated security systems and physical control solutions that will ensure proprietary/confidential data and systems are protected. Provide technical services for the support of integrated security systems and solutions to manage information-related risks. Participates with the client in the strategic design process to translate security and business requirements into technical designs. Configures and validates secure systems and physical controls, and tests security products and systems to detect security weakness. Determines enterprise information assurance and security standards; Develops and implements information assurance/security standards and procedures; Coordinates, develops, and evaluates security programs for an organization. Recommends information assurance/security solutions to support customers' requirements; Identifies, reports, and resolves security violations; Establishes and satisfies information assurance and security requirements based upon the analysis of user, policy, regulatory, and resource demands; Supports customers at the highest levels in the development and implementation of doctrine and policies; Applies know-how to government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures; Performs analysis, design, and development of security features for system architectures; Analyzes and defines security requirements for computer systems which may include mainframes, workstations, and personal computers; Designs, develops, , and implements solutions that meet security requirements; Provides integration and implementation of the computer system security solution; Analyzes general information assurance-related technical problems and provides basic engineering and technical support in solving these problems; Performs vulnerability/risk analyses of computer systems and applications during all phases of the system development life cycle; Ensures that all information systems are functional and secure.	Bachelors	10
54151HACS	Cyber Analyst II	Assessing security controls in accordance with industry recognized security standards, frameworks, laws and policies. Conducting security control assessment interviews with information system security stakeholders, collect and review artifacts and evidence for compliance with security controls, and document assessment results in a security assessment report. Ensure the quality assurance of security assessment results in system security packages. Ensuring non-compliance of security control is remediated through the use of the Plan of Action & Milestones (POA&M) process. Review evidence of remediation of findings, providing guidance and expertise where necessary. Recommend closure of POA&Ms based on documented evidence and artifacts. Oversees and architects' security operations, continuous monitoring and analysis solutions, and incorporates and ensures adherence to governance, policy, procedures. Implements security designs, oversees the incident management, and threat hunting activities to properly mitigate threats.	Bachelors	7

54151HACS	Cyber Analyst III	Monitors IT assets using logs from firewalls, servers, workstations, and other input points to assess overall security risks and possible exposure. Design and implement standards, practices, metrics, and reporting. Direct efforts to prioritize and mitigate department level audit findings or inquiries and emerging environmental threats. Oversees and architects' security operations, continuous monitoring and analysis solutions, and incorporates and ensures adherence to governance, policy, procedures. Implements security designs, oversees the incident management, and threat hunting activities to properly mitigate threats	Bachelors	10
54151HACS	Cyber Program Manger	Responsible for and leads team on small to midsized projects. Supports the translation of customer requirements into formal journey maps and plans to culminate in customer acceptance or results. Possesses knowledge and understanding of cyber governance and policies, industry guidelines and best practices, and technical processes. Responsible for performance, cost, scope, schedule, quality, and appropriate business measurements for their project, according to their project charter. Subsequently leads a team in the initiating, planning, controlling, executing, and closing tasks of a project (or segment of a project) to produce the solution deliverable. Executes a wide range of process activities beginning with the request for proposal through development, test, and final delivery. Anticipates future customer, industry, and business trends. Applies this understanding to complex problems to meet project objectives. As appropriate, challenges the validity of given procedures and processes with a view toward enhancement or improvement. Analyzes information and situations and implements actions independently and or through the management team, to ensure project objectives are met. Analyzes new and complex project related problems and creates innovative solutions involving finance, scheduling, technology, methodology, tools and solution components. Possesses foundational breadth of knowledge in business matters, finance, planning, and forecasting and personnel in order to manage team and business processes.	Bachelors	3
54151HACS	Cyber Principal/Program Manager II	: Responsible for and leads team on small to midsized projects. Supports the translation of customer requirements into formal journey maps and plans to culminate in customer acceptance or results. Possesses knowledge and understanding of cyber governance and policies, industry guidelines and best practices, and technical processes. Responsible for performance, cost, scope, schedule, quality, and appropriate business measurements for their project, according to their project charter. Subsequently leads a team in the initiating, planning, controllin+C30:C33g, executing, and closing tasks of a project (or segment of a project) to produce the solution deliverable. Executes a wide range of process activities beginning with the request for proposal through development, test, and final delivery. Anticipates future customer, industry, and business trends. Applies this understanding to complex problems to meet project	Bachelors	10

		objectives. As appropriate, challenges the validity of given procedures and processes with a view toward enhancement or improvement. Analyzes information and situations and implements actions independently and or through the management team, to ensure project objectives are met. Analyzes new and complex project related problems and creates innovative solutions involving finance, scheduling, technology, methodology, tools and solution components. Possesses significant breadth of knowledge in business matters, finance, planning, and forecasting and personnel in order to manage team and business processes.		
54151HACS	Cyber Project Manager I	Responsibility (Summary): Experience includes increasing responsibilities in information systems management and implementation. Serves as project manager for a task/call order (or a group of task orders affecting the same common/standard/migration system) and shall assist the Program Manager in working with the ordering activity Contracting Officer (CO), the contract-level Contracting Officer's Representative (COR), the task order-level COR(s), ordering activity management personnel and customer agency representatives. Under the guidance of the Program Manager, responsible for the overall management of the specific task order(s) and ensuring that the technical solutions and schedules in the task order are implemented in a timely manner. Performs enterprise-wide horizontal integration planning and interfaces to other functional systems.	Bachelors	3
54151HACS	Cyber Subject Matter Expert II	Reviews, evaluates, designs, implements and maintains company database[s]. Identifies data sources, constructs data decomposition diagrams, provides data flow diagrams and documents the process. Writes codes for database access, modifications, and constructions including stored procedures. Develops and formulates standards, procedures, and conventions for database use. Works with technical/programming staff to ensure database security. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. A wide degree of creativity and latitude is expected. Very likely directs and leads others. Works under general supervision. Typically reports to a manager or head of a unit/department.	Bachelors	10

Additional education over the minimum required in any labor category may be substituted for required years of experiences as follows:

Required Education	Actual Education	Additional Experience Required
BA/BS	HS/GED	4
BA/BS	HS/GED plus Professional Certification	3
BA/BS	AA	3
BA/BS	AA plus Professional Certification	2