



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!**<sup>®</sup>, a menu-driven database system. The INTERNET address **GSA Advantage!**<sup>®</sup> is: **GSAAvantage.gov**

**Schedule Title: Multiple Award Schedule**  
**Federal Supply Group: Information Technology**

**Contract Number: GS-35F-453BA**  
**Contract Period: 7/25/2014 – 7/24/2024**

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

**Contractor:** Z, INC.  
6305 Ivy Lane, Suite 308  
Greenbelt, MD 20770

**Business Size:** Small Business

**Telephone:** (301) 585-3403  
**FAX Number:** (301) 495-7735  
**Web Site:** [www.zfederal.com](http://www.zfederal.com)  
**E-mail:** [cynthia.hall@zfederal.com](mailto:cynthia.hall@zfederal.com)

**Contract Administration:** Cynthia A. Hall

Pricelist current through Modification PS-0015, effective 04-14-2023.

**CUSTOMER INFORMATION:**

**1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:**

<b>SIN</b>	<b>Recovery</b>	<b>SIN Description</b>
54151S	54151SRC	Information Technology Professional Services
541690E	541690ERC	Energy Services
OLM	OLMRC	Order Level Materials

**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. See Pricing Page 4.**

**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 Labor Category Descriptions Page 8.**

**2. Maximum Order:** For SIN 54151S - \$500,000  
For SIN 541690E - \$1,000,000  
For SIN OLM - \$250,000

**3. Minimum Order:** \$100

**4. Geographic Coverage (delivery Area):** Domestic Only

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

**9. Foreign items:** None

**10a. Time of Delivery:** Specified on the Task Order

**10b. Expedited Delivery.** Consult with Contractor

**10c. Overnight and 2-day delivery.** Consult with Contractor

**10d. Urgent Requirements.** Consult with Contractor

**11. F.O.B Point(s):** Destination

**12a. Ordering Address(es):** Z, INC.  
Cynthia A. Hall  
6305 Ivy Lane, Suite 308  
Greenbelt, MD 20770  
P: (301) 585-3403 ext.333  
F: (301) 495-7735  
cynthia.hall@zfederal.com

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

**13. Payment address(es):** Z, INC.  
Accounts Receivable  
6305 Ivy Lane, Suite 308  
Greenbelt, MD 20770

**14. Warranty provision:** Contractor's Standard Warranty

**15. Export Packing Charges:** N/A

**16. Terms and conditions of rental, maintenance, and repair:** N/A

**17. Terms and conditions of installation:** N/A

**18a. Terms and conditions of repair parts:** N/A

**18b. Terms and conditions for any other services:** N/A

**19. List of service and distribution points (if applicable):** N/A

**20. List of participating dealers:** N/A

**21. Preventive maintenance:** N/A

**22a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** N/A

**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/>. N/A

**23. Unique Entity Identifier (UEI) number:** WJ31QJZTKTE5

**24. Notification regarding registration in System for Award Management (SAM) database:** Z, INC. is registered in the SAM database.



**FEDERAL**

**LABOR CATEGORY HOURLY RATES  
GSA Awarded Pricing (w/ IFF)**

SIN	Labor Category	Site	Year 6	Year 7	Year 8	Year 9	Year 10
			7/25/2019 7/24/2020	7/25/2020 7/24/2021	7/25/2021 7/24/2022	7/25/2022 7/24/2023	7/25/2023 7/24/2024
54151S	Account Manager	Customer Facility	\$214.48	\$219.84	\$225.34	\$230.97	\$236.75
54151S	Account Manager	Contractor Facility	\$234.10	\$239.95	\$245.95	\$252.10	\$258.40
54151S	Administrative Assistant	Customer Facility	\$49.91	\$51.15	\$52.43	\$53.74	\$55.08
54151S	Administrative Assistant	Contractor Facility	\$54.47	\$55.83	\$57.23	\$58.66	\$60.12
54151S	Business Analyst	Customer Facility	\$104.08	\$106.68	\$109.35	\$112.08	\$114.88
54151S	Business Analyst	Contractor Facility	\$113.33	\$116.17	\$119.07	\$122.05	\$125.10
54151S	Cyber Security Analyst	Customer Facility	\$121.71	\$124.75	\$127.87	\$131.07	\$134.34
54151S	Cyber Security Analyst	Contractor Facility	\$132.84	\$136.16	\$139.57	\$143.05	\$146.63
54151S	Data Analyst	Customer Facility	\$74.54	\$76.40	\$78.31	\$80.27	\$82.28
54151S	Data Analyst	Contractor Facility	\$81.35	\$83.39	\$85.47	\$87.61	\$89.90
54151S	Database Administrator	Customer Facility	\$104.56	\$107.17	\$109.85	\$112.60	\$115.41
54151S	Database Administrator	Contractor Facility	\$114.12	\$116.98	\$119.90	\$122.90	\$125.97
54151S	Database Analyst	Customer Facility	\$85.57	\$87.71	\$89.90	\$92.15	\$94.45
54151S	Database Analyst	Contractor Facility	\$114.70	\$117.56	\$120.50	\$123.52	\$126.60
54151S	Enterprise Architect	Customer Facility	\$165.80	\$169.95	\$174.20	\$178.55	\$183.02
54151S	Enterprise Architect	Contractor Facility	\$180.96	\$185.49	\$190.13	\$194.88	\$199.75
54151S	Junior Programmer	Customer Facility	\$74.56	\$76.42	\$78.33	\$80.29	\$82.30
54151S	Junior Programmer	Contractor Facility	\$81.37	\$83.41	\$85.49	\$87.63	\$89.82
54151S	Network Engineer	Customer Facility	\$103.28	\$105.86	\$108.51	\$111.22	\$114.00

SIN	Labor Category	Site	Year 6	Year 7	Year 8	Year 9	Year 10
			7/25/2019 7/24/2020	7/25/2020 7/24/2021	7/25/2021 7/24/2022	7/25/2022 7/24/2023	7/25/2023 7/24/2024
54151S	Network Engineer	Contractor Facility	\$112.72	\$115.54	\$118.43	\$121.39	\$124.42
54151S	Programmer	Customer Facility	\$93.02	\$95.34	\$97.73	\$100.17	\$102.68
54151S	Programmer	Contractor Facility	\$101.52	\$104.05	\$106.66	\$109.32	\$112.05
54151S	Programmer Analyst	Customer Facility	\$96.91	\$99.34	\$101.82	\$104.37	\$106.97
54151S	Programmer Analyst	Contractor Facility	\$105.78	\$108.42	\$111.14	\$113.91	\$116.76
54151S	Project Manager	Customer Facility	\$154.22	\$158.08	\$162.03	\$166.08	\$170.23
54151S	Project Manager	Contractor Facility	\$168.33	\$172.53	\$176.85	\$181.27	\$185.80
54151S	Senior Business Analyst	Customer Facility	\$127.28	\$130.47	\$133.73	\$137.07	\$140.50
54151S	Senior Business Analyst	Contractor Facility	\$138.92	\$142.39	\$145.95	\$149.60	\$153.34
54151S	Senior Cyber Security Analyst	Customer Facility	\$134.78	\$138.15	\$141.60	\$145.14	\$148.77
54151S	Senior Cyber Security Analyst	Contractor Facility	\$147.10	\$150.78	\$154.54	\$158.41	\$162.37
54151S	Senior Database Administrator	Customer Facility	\$150.94	\$154.72	\$158.58	\$162.55	\$166.61
54151S	Senior Database Administrator	Contractor Facility	\$164.74	\$168.86	\$173.08	\$177.40	\$181.84
54151S	Senior Database Analyst	Customer Facility	\$146.95	\$150.63	\$154.39	\$158.25	\$162.21
54151S	Senior Database Analyst	Contractor Facility	\$160.38	\$164.39	\$168.50	\$172.71	\$177.03
54151S	Senior Network Engineer	Customer Facility	\$136.13	\$139.53	\$143.02	\$146.60	\$150.26
54151S	Senior Network Engineer	Contractor Facility	\$148.57	\$152.29	\$156.10	\$160.00	\$164.00
54151S	Senior Programmer	Customer Facility	\$133.70	\$137.04	\$140.47	\$143.98	\$147.58
54151S	Senior Programmer	Contractor Facility	\$179.22	\$183.70	\$188.29	\$193.00	\$197.83
54151S	Senior Programmer Analyst	Customer Facility	\$139.06	\$142.54	\$146.10	\$149.75	\$153.50
54151S	Senior Programmer Analyst	Contractor Facility	\$186.40	\$191.06	\$195.83	\$200.73	\$205.75
54151S	Senior Software Engineer	Customer Facility	\$164.75	\$168.87	\$173.09	\$177.42	\$181.85
54151S	Senior Software Engineer	Contractor Facility	\$179.81	\$184.30	\$188.91	\$193.63	\$198.47

SIN	Labor Category	Site	Year 6	Year 7	Year 8	Year 9	Year 10
			7/25/2019 7/24/2020	7/25/2020 7/24/2021	7/25/2021 7/24/2022	7/25/2022 7/24/2023	7/25/2023 7/24/2024
54151S	Senior Subject Matter Expert (SME)	Customer Facility	\$166.85	\$171.02	\$175.30	\$179.68	\$184.17
54151S	Senior Subject Matter Expert (SME)	Contractor Facility	\$182.10	\$186.65	\$191.32	\$196.10	\$201.01
54151S	Senior Systems Analyst	Customer Facility	\$165.68	\$169.82	\$174.07	\$178.42	\$182.88
54151S	Senior Systems Analyst	Contractor Facility	\$222.24	\$227.80	\$233.49	\$239.33	\$245.31
54151S	Senior Systems Engineer	Customer Facility	\$162.34	\$166.40	\$170.56	\$174.82	\$179.19
54151S	Senior Systems Engineer	Contractor Facility	\$217.60	\$223.04	\$228.61	\$234.33	\$240.19
54151S	Senior Technical Writer	Customer Facility	\$87.10	\$89.28	\$91.51	\$93.80	\$96.15
54151S	Senior Technical Writer	Contractor Facility	\$95.07	\$97.45	\$99.88	\$102.38	\$104.94
54151S	Senior Training Specialist	Customer Facility	\$107.98	\$110.68	\$113.45	\$116.29	\$119.19
54151S	Senior Training Specialist	Contractor Facility	\$117.85	\$120.80	\$123.82	\$126.92	\$130.09
54151S	Software Engineer	Customer Facility	\$144.30	\$147.91	\$151.60	\$155.39	\$159.28
54151S	Software Engineer	Contractor Facility	\$157.50	\$161.44	\$165.48	\$169.61	\$173.85
54151S	Systems Engineer	Customer Facility	\$96.97	\$99.39	\$101.87	\$104.42	\$107.03
54151S	Systems Engineer	Contractor Facility	\$105.83	\$108.48	\$111.19	\$113.97	\$116.82
54151S	Technical Consultant	Customer Facility	\$291.40	\$298.68	\$306.15	\$313.80	\$321.65
54151S	Technical Consultant	Contractor Facility	\$318.05	\$326.00	\$334.15	\$342.50	\$351.06
541690E	Cyber Subject Matter Expert (SME)	Both	N/A	N/A	N/A	\$155.97	\$159.87
541690E	Energy Industry SME I	Both	N/A	N/A	N/A	\$114.62	\$117.48
541690E	Energy Industry SME II	Both	N/A	N/A	N/A	\$177.85	\$182.30
541690E	Energy Industry Specialist	Both	N/A	N/A	N/A	\$106.18	\$108.83
541690E	Energy Research Assistant (Statistical)/Survey Analyst	Both	N/A	N/A	N/A	\$54.40	\$55.76
541690E	Energy Research Assistant/Survey Analyst	Both	N/A	N/A	N/A	\$50.10	\$51.35

SIN	Labor Category	Site	Year 6	Year 7	Year 8	Year 9	Year 10
			7/25/2019 7/24/2020	7/25/2020 7/24/2021	7/25/2021 7/24/2022	7/25/2022 7/24/2023	7/25/2023 7/24/2024
541690E	Graphics/Desktop Publication Specialist II- Energy	Both	N/A	N/A	N/A	\$64.72	\$66.34
541690E	Operations Research Analyst-Energy	Both	N/A	N/A	N/A	\$129.01	\$132.23
541690E	Policy Expert - Energy	Both	N/A	N/A	N/A	\$130.67	\$133.93
541690E	Program Analyst- Energy	Both	N/A	N/A	N/A	\$109.60	\$112.34
541690E	Program Manager- Energy	Both	N/A	N/A	N/A	\$140.20	\$143.71
541690E	Senior Energy Industry Specialist	Both	N/A	N/A	N/A	\$177.75	\$182.20
541690E	Senior Software Systems Programmer/Analyst- Energy	Both	N/A	N/A	N/A	\$121.51	\$124.55
541690E	Task Order Manager- Energy	Both	N/A	N/A	N/A	\$121.81	\$124.86
541690E	Technology Subject Matter Expert (SME)	Both	N/A	N/A	N/A	\$193.90	\$198.75



**Labor Category Descriptions**  
**SIN 54151S**

**Account Manager**

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**Functional Responsibility:** Serve as the senior manager and point of contact with the customer for all account and/or program management activities. Organize, direct, and coordinate planning and production of all account activities. Provide oral and written communications with all levels of management for planning and control of projects. Meet, formally and informally, with customer management, technical, and contracting personnel.

**Minimum Experience:** Twelve (12) years' experience in some combination of senior management, financial, and technical positions which involved substantial responsibility and authority over one or more large, complex IT contracts.

**Minimum Education:** Bachelors degree in Business, Economics, Finance, Computer Science, Engineering, Mathematics, or related field. A Masters degree in a related field may be substituted for two (2) years of required experience.

**Administrative Assistant**

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**Functional Responsibility:** Provide administrative support using PC skills, including, but not limited to, management reporting, financial reporting, contract administration, policies and procedures, and meetings support.

**Minimum Experience:** Two (2) years' general administrative experience.

**Minimum Education:** High School diploma. A Bachelors degree may be substituted for two (2) years of required experience.

**Business Analyst**

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**Functional Responsibility:** Analyze business and user needs, document requirements, and translate them into proper system requirements specifications. Provide advice on the methods to improve business processes. Coordinate and participate in feasibility studies. Consider the business implications of the application of technology to the current and future business environment.

**Minimum Experience:** Two (2) years' experience in analysis, development, enhancement, and maintenance of customers' business systems, processes, and products.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Cyber Security Analyst**

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**Functional Responsibility:** Develops technical solutions, including information operations and analysis related to security intrusion analysis, systems and vulnerabilities, network security, advanced analytic tools, and data visualization techniques.

**Minimum Experience:** Two (2) years working experience in computer security, computer networking with TCP/IP, and network operating systems. Experience should include computer network defense and technical knowledge with intrusion detection systems.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Data Analyst**

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**Functional Responsibility:** Maintain accurate data in the master and control files of a database in a user environment. Identify, research, and analyze data errors or inconsistencies within a database system. Update files, generate reports, and maintain documentation.

**Minimum Experience:** Two (2) years' experience in data analysis.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Database Administrator**

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**Functional Responsibility:** Develop and enforce database standards and procedures. Participate in logical and physical database design. Review system and programming designs to ensure efficient use of data resources. Maintain control programs required for accessing a database.

**Minimum Experience:** Two (2) years' work experience in the design and integrity of database structures in a multi-user environment. Experience in logical and physical database design and the analysis of data and process requirements.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Database Analyst**

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**Functional Responsibility:** Participate in database projects. Provide technical expertise in the use of database management system concepts. Evaluate and recommend available DBMS products and services to support technical requirements. Define file organization, indexing methods, and security procedures for specific user applications.

**Minimum Experience:** Two (2) years' experience in all phases of database systems analysis, design, and development, including one (1) year experience in data modeling, logical and physical database design, and/or administration of complex distributed or centralized databases.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Enterprise Architect**

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**Functional Responsibility:** Develop and apply state-of-the-art consulting methodologies, business models and organizational behavior models to conceptualize methods to apply business and/or technical IT products and services as strategic assets. Apply industry and enterprise knowledge to identify and recommend integrated solutions, products, and services to support the enterprise's design, development, implementation, and management of products and solutions. Provide recommendations and guidance in the design, development, implementation, and management of products and services.

**Minimum Experience:** Eight (8) years' general IT experience, with at least four (4) years' experience in formulating enterprise-wide business and/or technical IT product and/or service strategies.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Junior Programmer**

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**Functional Responsibility:** Develop application programs according to requirements/specifications provided. Diagnose and correct errors in code, and test and document work. Develop system and user documentation. Participate in requirements analysis and design, under supervision.

**Minimum Experience:** No minimum experience level required. This is an entry-level position for recent graduates with bachelors' degrees in Computer Science or related fields.

**Minimum Education:** Bachelors degree, with course work in computer science, mathematics, engineering, or a related field.

### **Network Engineer**

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**Functional Responsibility:** Design, develop, install, integrate, test, and support data/voice/video networks and links. Maintain existing data communications circuits and suggest possible enhancements. Prepare feasibility studies, cost estimates, and hardware/software evaluations and provide recommendations. Monitor and balance network performance and resource utilization. Analyze network interfaces, security, and recovery/backup requirements. Resolve user network problems.

**Minimum Experience:** Two (2) years' experience in network engineering, analysis, and design. Has background in network operating systems, network/system integration, and a working knowledge of network topologies, protocols, and products such as hubs, bridges, routers, network interface cards, network monitoring systems, switches, etc.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Programmer**

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**Functional Responsibility:** Develop application programs according to requirements/specifications provided. Diagnose and correct errors in code, and test and document work. Develop system and user documentation. Participate in requirements analysis and design, under supervision.

**Minimum Experience:** Two (2) years' experience in implementing requirements/specifications for automated information systems, using programming languages and/or database management systems with emphasis on coding, testing, documentation, and maintenance.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Programmer Analyst**

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**Functional Responsibility:** Participate in all phases of software development. Design and prepare technical solutions, technical reports, and documentation. Design, develop, integrate, test, and implement software/database systems. Perform quality assurance and review activities. Resolve user software problems.

**Minimum Experience:** Two (2) years' progressive experience in software development, including applications and database analysis, design, and development on microcomputers, minicomputers, and/or mainframes. Has working knowledge of systems architecture, database management systems, and graphical user interfaces.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Project Manager**

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**Functional Responsibility:** Serve as the senior manager and point of contact with the customer for all contract activities. Organize, direct, and coordinate planning and production of all project activities. Provide oral and written communications with all levels of management for contract planning and control. Meet, formally and informally, with customer management, technical, and contracting personnel.

**Minimum Experience:** Ten (10) years' experience in some combination of senior management, financial, and technical positions which involved substantial responsibility and authority over at least one large, complex IT project.

**Minimum Education:** Bachelors degree in Business, Economics, Finance, Computer Science, Engineering, or related field. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Senior Business Analyst**

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**Functional Responsibility:** Analyze business and user needs, document requirements, and translate them into proper system requirements specifications. Provide advice on the methods to improve business processes. Coordinate and participate in feasibility studies. Consider the business implications of the application of technology to the current and future business environment. Direct Business Analysts.

**Minimum Experience:** Five (5) years' experience in analysis, development, enhancement, and maintenance of customers' business systems, processes, and products.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Senior Cyber Security Analyst**

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**Functional Responsibility:** Develops technical solutions, including information operations and analysis related to security intrusion analysis, systems and vulnerabilities, network security, advanced analytic tools, and data visualization techniques. Supervise Cyber Security Analysts.

**Minimum Experience:** Five (5) years' experience in computer security, computer networking with TCP/IP, and network operating systems. Experience should include computer network defense and technical knowledge with intrusion detection systems.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Senior Database Administrator**

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**Functional Responsibility:** Develop and enforce database standards and procedures. Take lead in logical and physical database design. Review system and programming designs to ensure efficient use of data resources. Maintain control programs required for accessing a database. Direct Database Administrators.

**Minimum Experience:** Five (5) years' experience in the design and integrity of database structures in a multi-user environment. Experience in logical and physical database design and the analysis of data and process requirements.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Senior Database Analyst**

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**Functional Responsibility:** Manage and/or develop database projects. Provide highly technical expertise in the use of database management system concepts. Evaluate and recommend available DBMS products and services to support technical requirements. Define file organization, indexing methods, and security procedures for specific user applications.

**Minimum Experience:** Five (5) years' experience in all phases of database systems analysis, design, and development, including three (3) years' experience in data modeling, logical and physical database design, and/or administration of complex distributed or centralized databases.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Senior Network Engineer**

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**Functional Responsibility:** Design, develop, install, integrate, test, and support data/voice/video networks and links. Maintain existing data communications circuits and suggest possible enhancements. Prepare feasibility studies, cost estimates, and hardware/software evaluations and provide recommendations. Monitor and balance network performance and resource utilization. Analyze

network interfaces, security, and recovery/backup requirements. Resolve user network problems. Direct Network Engineers.

**Minimum Experience:** Five (5) years working experience in network engineering, analysis, and design. Has background in network operating systems, network/system integration, and a working knowledge of network topologies, protocols, and products such as hubs, bridges, routers, network interface cards, network monitoring systems, switches, etc.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Senior Programmer**

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**Functional Responsibility:** Develop application programs according to requirements/specifications provided. Diagnose and correct errors in code, and test and document work. Develop system and user documentation. Perform requirements analysis and design. Direct programming staff members.

**Minimum Experience:** Four (4) years' experience in implementing requirements/specifications for automated information systems, using programming languages and/or database management systems with emphasis on coding, testing, documentation, and maintenance.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Senior Programmer Analyst**

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**Functional Responsibility:** Organize and manage software development projects. Participate in all phases of software development with emphasis on the analysis, design, testing, and acceptance phases. Design and prepare technical solutions, technical reports, and documentation. Design, develop, integrate, test, and implement software/database systems. Perform quality assurance and review activities. Resolve user software problems. Direct Programmer Analysts.

**Minimum Experience:** Four (4) years' progressive experience in software development, including applications and database analysis, design, and development on microcomputers, minicomputers, and/or mainframes. Has working knowledge of systems architecture, database management systems, and graphical user interfaces.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Senior Software Engineer**

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**Functional Responsibility:** Perform high-level studies, systems analysis, design, evaluation, and re-engineering. Design and prepare technical solutions, technical reports, and related documents. Prepare and deliver presentations and briefings. Integrate and test hardware and software. Resolve complex user problems. Provide oral and written communications to all levels of management, as necessary. Direct Software Engineers.

**Minimum Experience:** Eight (8) years' experience in software engineering, analysis, and design; user requirements analysis; and designing, developing, testing, and implementing software systems to

include a working knowledge of microcomputer and network operating systems, database management systems, system hardware/software, telecommunications networks, and the Internet.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Senior Subject Matter Expert (SME)**

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**Functional Responsibility:** Provide specialized support in development of requirements and approaches. Perform broad-ranging analysis of alternative tools and methodologies. Provide review/guidance/assistance in the implementation of complex technical solutions. Analyze operations and methods to improve quality and effectiveness. Conduct specialized training for tools and methodologies with which he/she has demonstrated expertise.

**Minimum Experience:** Five (5) years' general IT experience including a minimum of two (2) years specialized experience in some technical or subject matter area related to complex information systems or networks such that a high level of competence and the ability to solve complex problems has been demonstrated. If the particular area of expertise is new state-of-the-art technology, the subject matter experience may be less than two (2) years and more consistent with the age of the technology.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Senior Systems Analyst**

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**Functional Responsibility:** Plan and conduct feasibility studies, user requirements surveys and analyses. Develop system design specifications. Develop prototypes and models to test designs. Develop test plans. Analyze existing systems for improvements. Conduct system studies and design technical solutions as required. Direct/participate in development of software applications and utilities. Integrate and test software. Provide oral and written communications to all levels of management, as necessary. Direct Systems Analysts.

**Minimum Experience:** Five (5) years' experience in all phases of systems analysis, user requirements analysis, and design and development of large computer and communications projects to include a working knowledge of operating systems, graphical user interfaces, systems architecture, and/or system/network interfaces.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Senior Systems Engineer**

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**Functional Responsibility:** Design, construct, test, implement, and maintain basic integrated network, hardware, and software solutions, distributed computing solutions, and physical and logical communications networks for customers. Monitor performance to identify and help resolve system infrastructure problems. Direct Systems Engineers.

**Minimum Experience:** Five (5) years' experience in optimizing basic IT infrastructure systems which enable and support business functions. Experience includes monitoring system performance to identify and help resolve system infrastructure problems.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Senior Technical Writer**

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**Functional Responsibility:** Plan, prepare, coordinate, and maintain documentation of all aspects of the information systems life cycle for projects. Write, edit, and rewrite material of a technical nature. Prepare manuals, user guides, and other technical documentation.

**Minimum Experience:** Four (4) years' technical writing/documentation experience.

**Minimum Education:** Bachelors Degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Senior Training Specialist**

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**Functional Responsibility:** Develop and conduct courses with prepared or developed instructional materials to educate technical and non-technical personnel. Courses may pertain to any aspect of IT, including modifications to existing systems. Direct Training Specialists.

**Minimum Experience:** Four (4) years' general IT experience, including three (3) years specialized experience as an IT class instructor.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Software Engineer**

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**Functional Responsibility:** Perform high-level studies, systems analysis, design, evaluation, and re-engineering. Design and prepare technical solutions, technical reports, and related documents. Prepare and deliver presentations and briefings. Integrate and test hardware and software. Resolve complex user problems. Provide oral and written communications to all levels of management, as necessary.

**Minimum Experience:** Four (4) years' experience in software engineering, analysis, and design; user requirements analysis; and designing, developing, testing, and implementing software systems to include a working knowledge of microcomputer and network operating systems, database management systems, system hardware/software, telecommunications networks, and the Internet.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Systems Engineer**

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**Functional Responsibility:** Participate in the design, construction, testing, implementation, and maintenance of basic integrated network, hardware, and software solutions, distributed computing solutions, and physical and logical communications networks for the customer. Monitor performance to identify and help resolve system infrastructure problems.

**Minimum Experience:** Two (2) years' experience in optimizing basic IT infrastructure systems which enable and support business functions. Experience includes monitoring system performance to identify and help resolve system infrastructure problems.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Technical Consultant**

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**Functional Responsibility:** Provide specialized support in development of requirements and approaches. Perform broad-ranging analysis of alternative tools and methodologies. Provide review/guidance/assistance in the implementation of complex technical solutions. Analyze operations and methods to improve quality and effectiveness. Conduct specialized training for tools and methodologies with which he/she has demonstrated expertise.

**Minimum Experience:** Five (5) years' general experience, including a minimum of two (2) years of specialized experience in some technical area of complex information systems or networks such that a high level of competence and the ability to solve complex problems has been demonstrated. If the particular area of expertise is new state-of-the-art technology, the specialized experience may be less than two (2) years and more consistent with the age of the technology.

**Minimum Education:** Bachelors degree or equivalent work experience. A Masters degree in a related field may be substituted for two (2) years of required experience.

**Labor Category Descriptions**  
**SIN 541690E**

**Cyber Subject Matter Expert**

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**Functional Responsibilities:** Must demonstrate comprehensive knowledge of cybersecurity in advanced manufacturing or related clean energy technology or related advanced energy research. Understanding of information on relevant monitoring and control technologies to protect the electric grid from cyber-attacks and information on the enhanced resilience capabilities of a modernized electric grid. Experience performing advanced energy analysis and technical research for technologies related to cybersecurity. Ability to translate security requirements into technical designs/solutions. Provide information assurance for responding to external auditor requests and address findings resulting from internal/external security assessment activities.

**Minimum Experience:** Seven (7) years' experience

**Minimum Education:** Masters Degree in related discipline

**Energy Industry SME I**

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**Functional Responsibilities:** 5 years' experience in one or more specific area of the energy industry, such as resource development, production and processing including resource availability methods and problems inherent in exploration, and reserve development and depletion; distribution, market demand, environmental factors, or other economic factors that impact the industry. Peer recognized, leading knowledge and understanding of current domestic and international economies and energy market elements such as developing demand growth, existing and emerging technologies, institutional industry structure and practices, pertinent legislation and regulation, and other market shaping factors related to the Energy Industry Expert's energy market specialty. Recognized research or industry experience applying or extending mathematics, statistics, and economic principles to develop innovative perspectives and/or pioneering models, and other tools for analyzing and forecasting aspects of energy markets. Demonstrated experience identifying new energy data sources or new combinatorial or statistical methods to improve or expand the utility of existing sources. Superior analytical and communication skills demonstrated in the authoring of recent (within the past five years) analytical reports; refereed journal articles; or books relating to the technical, statistical, or economic aspects of the energy industry.

**Minimum Experience:** Five (5) years' experience

**Minimum Education:** Masters Degree, a PhD in a related field may be substituted for two (2) years of required experience.

**Energy Industry SME II**

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**Functional Responsibilities:** 7 years' experience, and recognition among industry peers as a leading expert, in one or more specific area of the energy industry, such as resource development, production and processing including resource availability methods and problems inherent in exploration, and reserve development and depletion; distribution, market demand, environmental factors, or other economic factors that impact the industry. Peer recognized, leading knowledge and understanding of current domestic and international economies and energy market elements such as developing demand growth, existing and emerging technologies, institutional industry structure and practices, pertinent

legislation and regulation, and other market shaping factors related to the Energy Industry Expert's energy market specialty. Recognized research or industry experience applying or extending mathematics, statistics, and economic principles to develop innovative perspectives and/or pioneering models, and other tools for analyzing and forecasting aspects of energy markets. Demonstrated experience identifying new energy data sources or new combinatorial or statistical methods to improve or expand the utility of existing sources. Superior analytical and communication skills demonstrated in the authoring of recent (within the past five (5) years) analytical reports; refereed journal articles; or books relating to the technical, statistical, or economic aspects of the energy industry.

**Minimum Experience:** Seven (7) years' experience

**Minimum Education:** PhD

### **Energy Industry Specialist**

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**Functional Responsibilities:** Demonstrated analytical capability in a least one specific area of the energy industry, such as resource development, production and processing including resource availability, methods and problems inherent in exploration, and reserve development and depletion; distribution, market demand, environmental factors, or other economic factors that impact on these aspects of the energy industry. Understanding of current trends and issues in domestic and international economies and energy markets including elements such as developing demand growth, existing and emerging technologies, industry practices, pertinent legislation and regulation, and other market shaping factors. Demonstrated experience applying industry knowledge with mathematics, statistics, and economic principles to help develop assumptions, models, and other tools for analyzing and forecasting aspects of energy markets. Demonstrated experience collecting and validating energy and related data, analyzing data for statistical quality, and documenting sources. Analytical and communication skills demonstrated in the contribution to a recent (within the past five (5) years) analytical report or refereed journal article relating to the technical, statistical, or economic aspects of the energy industry.

**Minimum Experience:** Three (3) years' experience

**Minimum Education:** Bachelors Degree in related field. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Energy Research Assistant (Statistical)/Survey Analyst**

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**Functional Responsibilities:** Experience applying statistical methods to energy survey and/or information processing systems including frame maintenance; data research, editing, analysis and interpretation; and in researching energy industry information. Understanding of energy requisite statistical theory and project experience involving the analysis of statistical sample design, survey data editing and quality control, estimation, imputation, and time-series and other energy market data analysis. Experience applying the above statistical techniques/methods to energy industry surveys and data analysis projects comparable to those described in the PWS. Demonstrated ability to develop and apply innovative data analysis methodologies to meet unusual data sets. Experience developing purpose appropriate statistical approaches and analyzing data using statistical techniques such as measurement of central tendency, dispersion, skewness, sampling error, simple and multiple correlation, linear and multiple regression, analysis of variance, and tests of significance. Experience in the use and application of statistics and of statistical software packages such as Python, AIMMS, EViews, SAS, EXCEL or similar software with comparable statistical analysis functionality. Experience with document processing and

data entry including survey response tracking and entering data using custom built PC application software; editing, coding, and checking information for completeness, consistency, and quality; correcting errors and resolving survey reporting issues. Experience planning, training, directing, and reviewing the activities of data entry staff. Good oral, written, and graphic communication skills demonstrated in the contribution to survey reports, analytical reports, and/or statistical findings published in refereed journals relating to the technical, statistical, or economic aspects of surveys or statistical analysis of the energy industry and in conducting data clarification and quality contacts with survey respondents.

**Minimum Experience:** Two (2) years' experience

**Minimum Education:** Bachelors Degree in related field. A Masters degree in a related field may be substituted for two (2) years of required experience

#### **Energy Research Assistant/Survey Analyst**

**Functional Responsibilities:** Experience applying statistical methods to survey or information processing systems including frame maintenance; data research, editing, analysis and interpretation; and in researching energy industry information.

**Minimum Experience:** One (1) year experience

**Minimum Education:** Bachelors Degree in related field. A Masters degree in a related field may be substituted for two (2) years of required experience.

#### **Graphics/Desktop Publication Specialist II-Energy**

**Functional Responsibilities:** Experience designing and using word processing, desktop publishing, and computer graphics packages to produce printed and Web products intended to disseminate technical information and data generated by technical subject matter analysts. Broad understanding of energy sector data dissemination representation. Experience related to the production and publication of energy industry reports and analysis products similar to the technical reports and analysis products. Experience in the planning, preparation, and use of energy photographs, illustrations, drawings, and other artwork, charts, slides, diagrams, maps, graphs, overlays, and other visual materials for use in communicating information through graphics. Experience with a variety of computer-based graphics design and production software suites and tools. Knowledge of and professional experience with web products. Strong oral and written communication skills.

**Minimum Experience:** Two (2) years' experience

**Minimum Education:** Bachelors Degree in Art/Computer Graphics or a related field. A Masters degree in a related field may be substituted for two (2) years of required experience.

#### **Operations Research Analyst-Energy**

**Functional Responsibilities:** Demonstrated thorough understanding of scientific principles and theories underlying operations research. Demonstrated strong knowledge of quantitative analyses methods including linear and non-linear programs, matrix algebra, simulation methods, etc. Demonstrated experience evaluating energy market data quality and, where applicable, developing solutions to resolve quality issues. Demonstrated strong capability and experience in integrating an understanding of energy

market systems and issues, quantitative analysis methods, and computer programming to design and develop mathematical models of energy market systems and to analyze model results to confirm that they accurately capture the modeled market behavior. Excellent oral, written, and graphic communication skills and abilities in the preparation of papers and reports related to the systematic analysis of the production of energy information. Demonstrated computer applications programming experience such as Python, AIMMS, Oracle, SQL, Visual Basic, FORTRAN, or comparable high-level languages.

**Minimum Experience:** Three (3) years' experience, two (2) years of which involved research or systems analysis related to energy markets and issues

**Minimum Education:** Bachelors Degree, Operations Research, Mathematics, Statistics, or related discipline. A Masters degree in a related field may be substituted for two (2) years of required experience.

### **Policy Expert-Energy**

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**Functional Responsibilities:** Experience providing policy and strategic advisory on energy activities. Experience assessing policy implications. Strong policy background with knowledge of the federal energy policy landscape, key stakeholders, energy data, and technologies. Demonstrated ability to effectively collaborate and achieve results across multiple partnerships and agendas. Conduct policy, technical, and financial analysis of relevant energy issues. Understanding energy-related regulatory processes within regional and federal energy-related organizations. Experience designing new business processes to implement changes in legislation and collaborating with other stakeholders of diverse backgrounds and interests to inform business processes. Experiencing exploring complex problems, work to raise public awareness, and recommend solutions to influence government action.

**Minimum Experience:** Six (6) years' experience

**Minimum Education:** Masters Degree in related discipline

### **Policy Analyst-Energy**

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**Functional Responsibilities:** Experience providing management assistance in programmatic energy planning, policy development, and support consistent with Federal and State laws, rules, and accepted departmental policies. Understanding of energy sector measurements, Energy Use analysis, energy models. Evaluate program metrics and performance to identify system trends and opportunities for improvement. Excellent mathematical abilities. Logical and analytical thinking skills.

**Minimum Experience:** Seven (7) years' experience

**Minimum Education:** Bachelors Degree in related field

### **Program Manager-Energy**

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**Functional Responsibilities:** Proven Technical experience in Energy sector (renewable) and economic analysis and research and large-scale energy statistical surveys. Broad Understanding of National Energy Sectors. Experience leading and directing an interdisciplinary projects/contracts, including project planning; budgeting and cost monitoring; quality surveillance and problem resolution; on schedule

delivery of products and services and activity status reporting; and staff recruiting, hiring, and staff development. Such experience must include leading and directing multiple, complex tasks simultaneously. Extensive knowledge of the administrative policies of employer and of the Federal Acquisitions Regulations and the Federal Government budgeting process. Ability to work and effectively communicate with the wide range of expected participants on this Contract; including Contracting Officer, Contracting Officer's Representative(s), Contracting Officer Technical Representative(s), technical managers, contractor and subcontractor task managers, staff, and others. Ability to assemble and lead the full range of technical and administrative staff necessary to accomplish the full spectrum of work to be performed under this Contract. Demonstrated ability to approach projects with a focus toward process improvement and introducing innovative solutions. Sound technical experience in Energy or economic analysis and forecasting utilizing complex models. Excellent oral and written communications skills.

**Minimum Experience:** Ten (10) years' experience with five (5) years' project management experience on Federal Government contracts, Project Management Institute (PMI) Certificate as a Project Management Professional (PMP) or Equivalent Certification

**Minimum Education:** Masters Degree, a PhD in a related field may be substituted for two (2) years of required experience.

### **Senior Energy Industry Specialist**

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**Functional Responsibilities:** Demonstrated analytical capability in a least one specific area of the energy industry, such as resource development, production and processing including resource availability methods and problems inherent in exploration, and reserve development and depletion; distribution, market demand, environmental factors, or other economic factors that impact the industry. Advanced knowledge and understanding of current trends and issues in domestic and international economies and energy markets including elements such as developing demand growth, existing and emerging technologies, industry practices, pertinent legislation and regulation, and other market factors. Demonstrated experience applying industry knowledge with mathematics, statistics, and economic principles to develop assumptions, models, and other tools for analyzing and forecasting aspects of energy markets. Demonstrated experience identifying and evaluating energy data sources, collecting and validating energy and related data, performing statistical data analysis, and documenting sources. Advanced analytical and communication skills demonstrated in the preparation of recent (within the past five (5) years) analytical reports or refereed journal articles relating to the technical, statistical, or economic aspects of the energy industry.

**Minimum Experience:** Seven (7) years' experience. Two (2) years' experience managing or directing interdisciplinary tasks or projects with supervisory responsibility. For oil and gas industry-focused specialists; at least five (5) years' experience in a least one area of the oil and gas industry including analysis and projection activities related to wellhead supply and prices, distribution, pipeline capacity, consumption, and institutional characteristics of the market. For electricity industry-focused specialists; at least five (5) years' experience in at least one area of the electric industry including electric utility rates and regulations, life cycle costing, non-utility generation, carbon pricing, and other pertinent factors that impact the electric industry.

**Minimum Education:** Masters Degree related to Energy Industry. A PhD in a related field may be substituted for two (2) years of required experience.

### **Senior Software Systems Programmer/Analyst-Energy**

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**Functional Responsibilities:** Responsible for systems analysis and applications programming on complex energy databases and energy modeling/analysis application development projects.

**Minimum Experience:** Seven (7) years' experience

**Minimum Education:** Masters Degree related field, a PhD in a related field may be substituted for two (2) years of required experience.

### **Task Order Manager-Energy**

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**Functional Responsibilities:** Experience managing projects including the following activities: project planning; budgeting and cost monitoring; quality surveillance and problem resolution; on schedule delivery of products and services and activity status reporting; and staff recruiting, hiring, and staff development. Knowledge of the administrative policies of employer and of the Federal Acquisitions Regulations and Federal Government budgeting processes. Demonstrated ability to effectively manage a diverse technical staff. Also, the ability to work effectively with the various participants on this Contract, including Contracting Officer, Contracting Officer's Representative(s), Contracting Officer Technical Representative(s), technical managers, contractor(s) and subcontractor task managers, staff, and others. Project management experience with an emphasis on processes improvement. Knowledge and experience in energy market analysis, modeling and forecasting, data integration, service, and product dissemination. Excellent oral and written communications skills.

**Minimum Experience:** Five (5) years' experience, including three (3) years' project management experience on Federal Government contracts

**Minimum Education:** Bachelors Degree, a Masters degree in a related field may be substituted for two (2) years of required experience.

### **Technology Subject Matter Expert (SME)**

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**Functional Responsibilities:** Peer recognized, leading knowledge, and understanding of current domestic and international economies and energy market elements such as developing demand growth, existing and emerging technologies, institutional industry structure and practices, pertinent legislation and regulation, and other market shaping factors related to the Energy Industry Expert's energy market specialty. Recognized design and development of emerging technologies experience applying or extending mathematics, statistics, and economic principles to develop innovative perspectives and/or pioneering models, and other tools support energy systems. Demonstrated experience identifying emerging energy technologies or methodologies through extensive research, technical assessments, and policy recommendations. Superior technical skills devising, evaluating, and recommending new methodologies and analytical tools under various stages of development relating to the technical, statistical, or economic aspects of the energy industry.

**Minimum Experience:** Seven (7) years' experience, and recognition among industry peers as a leading expert, in one or more specific area of the energy industry, such as technology development, production and processing, methodologies, emerging technologies.

**Minimum Education:** PhD in related discipline