



General Services Administration

Federal Acquisition Service

## Authorized Federal Supply Schedule FSS Price List



Online access to contract ordering information, terms and conditions, pricing, and the option to create an electronic delivery order are available through GSA Advantage!®. The website for GSA Advantage!® is <http://www.GSAAdvantage.gov>.

# McKing

Consulting Corporation



## Multiple Award Schedule

FSC Group: Professional Services and Information Technology

FSC Class: R703, DA01, R408, R499, DD01, R701, R422

Contract Number: 47QRAA20D003W

Contract Period: December 31, 2024–December 30, 2029

### Contractor's name:

*Corporate Headquarters:*

McKing Consulting Corporation  
2810 Old Lee Highway, Suite 300  
Fairfax, Virginia 22031-4376  
(703) 204-2385  
(703) 204-2704 Fax

*Regional Offices:*

2900 Chamblee Tucker Road  
Building 10, Suite 100  
Atlanta, Georgia 30341  
(770) 220-0608  
(770) 220-0670 Fax

Contractor's internet address/web site where schedule information can be found (as applicable). <http://mcking.com>

11821 Parklawn Drive  
Lower Level Suites  
Rockville, Maryland 20852  
(703) 204-2385  
(703) 204-2704 Fax

### Contract Administration Source (if different from preceding entry).

John D. McCliggott  
(703) 204-2385, ext. 242  
[john@mcking.com](mailto:john@mcking.com)

### Business Size: Other than Small Business

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

Price list current as of Modification #PO-0016 effective December 31, 2024.

Prices shown herein are NET (discount deducted).

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# 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
541219	541219RC	Budget and Financial Management Services
54151S	54151SRC / 54151STLOC	Information Technology Professional Services
541611	541611RC	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
541430	541430RC	Graphic Design Services
541511	541511RC	Web Based Marketing
541613	541613RC	Marketing Consulting Services
541810	541810RC	Advertising Services
541910	541910RC	Marketing Research and Analysis
OLM	OLMRC / OLMSTLOC	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.

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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.

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2. Maximum order:

SINs	Maximum Order
541219	\$1,000,000
541611	\$1,000,000
541430	\$1,000,000
541511	\$1,000,000
541613	\$1,000,000
541810	\$1,000,000
541910	\$1,000,000
54151S	\$500,000
OLM	\$250,000

3. Minimum order: \$100

4. Geographic coverage (delivery area). Worldwide

5. Point(s) of production (city, county, and State or foreign country). Not Applicable

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

7. Quantity discounts.

	Threshold Amount	Additional Discount
Tier 1	\$1,000,000.00 – \$2,999,999.99	1.00%
Tier 2	\$3,000,000.00 and above	1.75%

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 (list items by country of origin). None

10a. Time of delivery. (Contractor insert number of days.) Per Task Order

10b. Expedited Delivery. Items available for expedited delivery are noted in this price list.

10c. Overnight and 2-Day delivery. Overnight and second day delivery will be negotiated with the ordering agency on each task order

10d. Urgent Requirements: Contact contractor's representative for a fast delivery

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| <p>11. <b>F.O.B. point(s).</b> Destination</p> <p>12a. <b>Ordering address(es).</b><br/>McKing Consulting Corporation Inc.<br/>Attn: John D. McCliggott/GSA Orders<br/>2810 Old Lee Highway, Suite 300, Fairfax, VA 22031-4376</p> <p>12b. <b>Ordering procedures:</b> See Federal Acquisition Regulation (FAR) 8.405-3.</p> <p>13. <b>Payment address(es).</b> Same as contractor address</p> <p>14. <b>Warranty provision.</b> Not Applicable (N/A)</p> <p>15. <b>Export packing charges, if applicable.</b> N/A</p> <p>16. <b>Terms and conditions of rental, maintenance, and repair (if applicable).</b> N/A</p> <p>17. <b>Terms and conditions of installation (if applicable).</b> N/A</p> <p>18a. <b>Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable).</b> N/A</p> <p>18b. <b>Terms and conditions for any other services (if applicable).</b> N/A</p> <p>19. <b>List of service and distribution points (if applicable).</b> N/A</p> | <p>20. <b>List of participating dealers (if applicable).</b> N/A</p> <p>21. <b>Preventive maintenance (if applicable).</b> N/A</p> <p>22a. <b>Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).</b> N/A</p> <p>22b. <b>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:</b><br/><a href="http://www.Section508.gov/">www.Section508.gov/</a>.<br/>Not Applicable</p> <p>23. <b>Unique Entity Identifier (UEI) number.</b><br/>LES6M21UTPC5</p> <p>24. <b>Notification regarding registration in System for Award Management (SAM) database.</b> McKing Consulting Corporation <b>is</b> registered in the System for Award Management (SAM).</p> |
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## Contract Overview

GSA awarded McKing Consulting Corporation a GSA Federal Supply Schedule contract for Multiple Award Schedule (MAS), Contract No. 47QRAA20D003W. The contract was awarded on December 31, 2019. The current contract period is December 31, 2024 – December 30, 2029 (Option Period 1). GSA may exercise a total of up to two additional five-year option periods. The contract allows for the placement of Firm Fixed Price or Time and Materials task orders using the labor categories and ceiling rates defined in the contract.

## Contract Administrator

John D. McCliggott  
McKing Consulting Corporation  
2810 Old Lee Highway, Suite 300, Fairfax, VA 22031-4376  
Telephone: (703) 204-2385 , ext. 242  
Email: [john@mcking.com](mailto:john@mcking.com)

# Marketing and Technical Point of Contact

John D. McCliggott  
McKing Consulting Corporation  
2810 Old Lee Highway, Suite 300, Fairfax, VA 22031-4376  
Telephone: (703) 204-2385 , ext. 242  
Email: [john@mcking.com](mailto:john@mcking.com)

## McKing Consulting Corporation Profile

McKing Consulting Corporation is a large veteran-owned, full-service professional consulting firm specializing in public health and management consulting. Our experience with U.S. government and private sector organizations, business rapport, and complementary skills enable us to deliver top-quality services with extraordinary cost-efficiency. We perform an array of professional services—on time, on budget, and on target.

McKing is committed to fast-turnaround, high-quality products, responsive cost-effective service, and continuous improvement. Our staff is productive and versatile. We focus on ensuring total compliance with all government contract requirements and responding quickly in a dynamic and sometimes urgent work environment.

For a full appreciation of our capabilities and experience, please visit our website: [www.McKing.com](http://www.McKing.com). McKing's corporate headquarters is located in Fairfax, Virginia with offices in Atlanta, Georgia and Rockville, Maryland.

Contact the McKing GSA Contract Administration Source for more information.

## Contract Use

This contract is available for use by all federal government agencies, as a source for Multiple Award Schedule, for worldwide use. Executive agencies, other Federal agencies, mixed-ownership Government corporations, and the District of Columbia; government contractors authorized in writing by a Federal agency pursuant to 48 CFR 51.1; and other activities and organizations authorized by statute or regulation to use GSA as a source of supply may use this contract. Additionally, contractors are encouraged to accept orders received from activities within the Executive Branch of the Federal Government.

# Contract Scope

The contractor shall provide all resources including personnel, management, supplies, services, materials, equipment, facilities and transportation necessary to provide a wide range of professional services as specified in each task order.

Services specified in a task order may be performed at the contractor's facilities or the ordering agencies' facilities. The government will determine the contractor's compensation by any of several different methods (to be specified at the task order level) e.g., a firm-fixed price for services with or without incentives, labor hours, or time-and-material.

## Special Item Number (SIN) Descriptions

The Special Item Numbers (SINs) available under this contract provide services across the full life cycle of a project. When task orders are placed, they must identify the SIN or SINs under which the task is being executed. McKing Consulting Corporation Inc. has been awarded a contract by GSA to provide services under the following SINs:

541219: Budget and Financial Management Services

54151S: Information Technology Professional Services

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

541430: Graphic Design Services

541511: Web Based Marketing

541613: Marketing Consulting Services

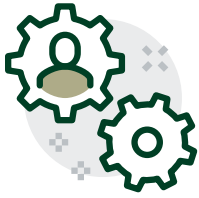
541810: Advertising Services

541910: Marketing Research and Analysis

OLM: Order Level Materials

Please refer to GSA *eLibrary* ([www.gsaelibrary.gsa.gov](http://www.gsaelibrary.gsa.gov)) for detailed SIN descriptions.

# Services



## Program Management

McKing has decades of senior-level experience managing federal government agency and private company programs. We are prepared to assist in meeting the management challenges of today's government agencies, grantees, and other organizations through overall program assessments and providing support in diverse areas including strategic planning, organizational development and effectiveness, logistical and administrative support, and policy analysis.



## Communication and Marketing

We help clients develop critical health communication materials, informational and educational documents, and targeted marketing resources. We work on tasks across the communication spectrum, from updates to media and Congressional staff to developing health issue campaigns for specific populations. Our communication and marketing staff have superior writing and editing skills, as well as formal training and/or scientific education expertise and capabilities to fulfill clients' outreach needs.



## Scientific Services

McKing provides a range of scientific services in support of research, program development and evaluation, surveys, data collection tools, and publication of scientific data. These services include the use of epidemiology, statistical, behavioral, laboratory, and evaluation sciences for our clients. Because we have in-depth skills and knowledge in qualitative and quantitative data analyses and development of protocols to ensure human subjects protection, clients are assured that our work adheres to the strictest agency standards for integrity and reliability.



## International Program Support

McKing deploys staff members to countries around the world to provide short- and long-term technical assistance and support to government programs and to community-based organizations and initiatives. We provide technical assistance and consultations through trainings, assessments, program development and management, and evaluations.

# Instructions for Placing Orders for Services Based on GSA Schedule Hourly Rates

GSA provides a streamlined, efficient process for ordering the services you need. GSA has already determined that McKing Consulting Corporation Inc. meets the technical requirements and that our prices offered are fair and reasonable. Agencies may use written orders, facsimile orders, credit card orders, blanket purchase agreement orders, or individual purchase orders under this contract.

If it is determined that your agency needs an outside source to provide MAS services, follow these simple steps:

## Orders under the Micro-Purchase Threshold

- Select the contractor best suited for your needs and place the order.

## Orders in-between the Micro-Purchase Threshold and the Simplified Acquisition Threshold

- Prepare a SOW or Performance Work Statement (PWS) in accordance with FAR 8.405-2(b).
- Prepare and send the RFQ (including SOW and evaluation criteria) to at least **three** GSA Schedule contractors.
- Evaluate, then make a “Best Value” determination.

**Note:** The ordering activity should request GSA Schedule contractors to submit firm-fixed prices to perform the services identified in the SOW.

## Orders over the Simplified Acquisition Threshold

- Prepare the RFQ (including the SOW and evaluation criteria) and post on eBuy to afford all Schedule contractors the opportunity to respond, or provide the RFQ to as many Schedule contractors as practicable, consistent with market research, to reasonably ensure that quotes are received from at least **three** contractors.
- Seek price reductions.
- Evaluate all responses and place the order, or establish the BPA with the GSA Schedule contractor that represents the best value (refer to FAR 8.405-2(d)).

**Note:** The ordering activity should request GSA Schedule contractors to submit firm-fixed prices to perform the services identified in the SOW.

### Developing a Statement of Work (SOW)

In the SOW, include the following information:

- Work to be performed,
- Location of work,
- Period of performance,
- Deliverable schedule, and
- Special standards and any special requirements, where applicable.

### Preparing a Request for Quote (RFQ)

- Include the SOW and evaluation criteria;
- Request fixed price, ceiling price, or, if not possible, labor hour or time and materials order;
- If preferred, request a performance plan from contractors and information on past experience, and include information on the basis for selection;
- May be posted on GSA's electronic RFQ system, eBuy.

For more information related to ordering services, go to <https://www.gsa.gov/schedules>.



# Blanket Purchase Agreement

Ordering activities may establish BPAs under any schedule contract to fill repetitive needs for supplies or services. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPAs and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). In determining how many BPAs to establish, consider:

- The scope and complexity of the requirement(s),
- The need to periodically compare multiple technical approaches or prices,
- The administrative costs of BPAs, and
- The technical qualifications of the schedule contractor(s).

Establishment of a single BPA, or multiple BPAs, shall be made using the same procedures outlined in 8.405-1 or 8.405-2. BPAs shall address the frequency of ordering, invoicing, discounts, requirements (e.g., estimated quantities, work to be performed), delivery locations, and time.

When establishing multiple BPAs, the ordering activity shall specify the procedures for placing orders under the BPAs.

Establishment of a multi-agency BPA against a Federal Supply Schedule contract is permitted if the multi-agency BPA identifies the participating agencies and their estimated requirements at the time the BPA is established.

## Ordering from BPAs

**Single BPA.** If the ordering activity establishes one BPA, authorized users may place the order directly under the established BPA when the need for the supply or service arises.

**Multiple BPAs.** If the ordering activity establishes multiple BPAs, before placing an order exceeding the micro-purchase threshold, the ordering activity shall:

- Forward the requirement, or statement of work and the evaluation criteria, to an appropriate number of BPA holders, as established in the BPA ordering procedures; and
- Evaluate the responses received, make a best value determination (see 8.404(d)), and place the order with the BPA holder that represents the best value.

**BPAs for hourly rate services.** If the BPA is for hourly rate services, the ordering activity shall develop a statement of work for requirements covered by the BPA. All orders under the BPA shall specify a price for the performance of the tasks identified in the statement of work.

**Duration of BPAs.** BPAs generally should not exceed five years in length, but may do so to meet program requirements. Contractors may be awarded BPAs that extend beyond the current term of their GSA Schedule contract, so long as there are option periods in their GSA Schedule contract that, if exercised, will cover the BPA's period of performance.

## Review of BPAs

The ordering activity that established the BPA shall review it at least once a year to determine whether:

- The schedule contract, upon which the BPA was established, is still in effect;
- The BPA still represents the best value (see 8.404(d)); and
- Estimated quantities/amounts have been exceeded and additional price reductions can be obtained.

The ordering activity shall document the results of its review.

# Labor Category Descriptions

## Experience Substitutions

High School Diploma* + 4 years' additional experience	Equals	Bachelor's Degree
Bachelor's Degree + 2 years' additional experience	Equals	Master's Degree
High School + 6 years' additional experience	Equals	Master's Degree
High School + 9 years' additional experience	Equals	Advanced Degree or Doctorate
Bachelor's + 5 years' additional experience	Equals	Advanced Degree or Doctorate
Master's Degree + 3 years' additional experience	Equals	Advanced Degree or Doctorate

## Education Substitutions

An **Advanced Degree** or **Doctorate** may be substituted for three years of required experience with a Master's Degree or five years with a Bachelor's Degree or nine years with a High School Diploma.

A **Master's Degree** may be substituted for two years of required experience with a Bachelor's Degree or six years with a High School Diploma.

A **Bachelor's Degree** may be substituted for four years of experience with a High School Diploma.

A **Bachelor's Degree** may be substituted for Microsoft Certified Systems Engineer (MCSE) or similarly complex certifications and two years of required experience with a High School Diploma.

# Labor Category Descriptions

**Senior Project Manager:** Manages multiple client projects at diverse locations. Organizes, directs, and coordinates planning and production of all contract support activities. Manages costs, schedule, and quality of multiple projects. Meets with management personnel and Federal client agency representatives. Manages client relationships for teams of consultants and professionals assigned to projects and client-customer program and operator work sites. Formulates, recommends, and reviews strategic plans and deliverable items and ensures conformance with standards. Assigns, schedules, and reviews work of subordinate project managers and professional and support staff. Manages quality inspection and quality assurance activities and oversees project evaluation process.

**Education/Experience:** Master's/8 years; Bachelor's/10 years; High School/16 years

**Project Manager II:** Manages single or multiple projects/tasks. Manages assigned projects to meet client requirements. Determines project scope with client and manages the design of assigned projects. Responds effectively to meet client's needs. Supports client in business and action planning. Oversees quality inspection and quality assurance activities, conducts project audits and evaluations, and recommends project-level performance standards. Manages projects, projects budgets, schedules, and delivery of services. Manages client relationships for teams of consultants and professionals assigned to projects and client-customer program and operator work sites.

**Education/Experience:** Master's/6 years; Bachelor's/7 years

**Project Manager I:** Manages single or multiple projects/tasks. Manages assigned projects to meet client requirements. Determines project scope with client and manages the design of assigned projects. Responds effectively to meet client's needs. Supports client in business and action planning. Oversees quality inspection and quality assurance activities, conducts project audits and evaluations, and recommends project-level performance standards. Manages projects, projects budgets, schedules, and delivery of services. Manages client relationships for teams of consultants and professionals assigned to projects and client-customer program and operators work sites.

**Education/Experience:** Master's/4 years; Bachelor's/6 years; High School/10 years

**Public Health Management Consultant II:** Provides consultation, operational, and management advice. Facilitates administrative operations, including project budget development and allocation. Provides guidance and recommendations to improve existing information and tracking systems. Assists with the preparation of position descriptions, including KSAs, job analyses, and related work plans. Assists with various activities associated with awarding extramural funds. Assesses and provides recommendations on organizational, operational, and administrative issues.

**Education/Experience:** Master's/12 years; Bachelor's/15 years

**Public Health Management Consultant I:** Provides consultation, operational, and management support to carry out a broad array of management tasks. Facilitates administrative operations, including project budget development and allocation. Provides guidance and recommendations to improve existing information and tracking systems. Assists with the preparation of position descriptions, including KSAs, job analyses, and related work plans. Assists in the development of plans to implement extramural projects, including assistance in developing continuation packages and drafting program announcements for grants and cooperative agreements; assistance during the objective review process; drafting memorandums of agreement, interagency agreements, cooperative agreements, proposals for contracts and task orders, and other documents needed to carry out intramural and extramural programs.

**Education/Experience:** Master's/10 years; Bachelor's/12 years

# Labor Category Descriptions

**Public Health Program Consultant I:** Enhances the administrative operations of public health programs. Develops, promotes, coordinates, and improves program policies, standards, activities, and opportunities. Supervises, coordinates, and manages several aspects of the program, including staffing, coordinating meetings and committees, budget, and implementation of project activities. Establishes procedures, including State staff training, development of training and support materials, and oversight and evaluation. Coordinate cooperation across government agencies and CIOs and develops partnerships with nonprofit and the private sector.

**Education/Experience:** Master's/6 years; Bachelor's/8 years

**Program Analyst III:** Provides assistance in a broad range of activities designed to assess program management activities and enhance their performance. These include meeting with program management officials; development and implementation of ongoing forums to improve communications among and the effectiveness of managers; and a variety of training activities and other events to respond to specific program management needs. Assists in the development of written materials and presentations. Provides logistical assistance for meetings, conferences, and review panels.

**Education/Experience:** Bachelor's/10 years; High School/14 years

**Program Analyst II:** Provides assistance for the purpose of developing sound procedures and process. Manages all logistical items associated with a meeting or event and the development and implementation of mechanisms to improve coordination and communication. Assists with activities involved with application review, peer reviews of research applications, and the preparation of the funding packages for approved applications. Assists in the development of written materials and presentations.

**Education/Experience:** Bachelor's/8 years; High School/12 years

**Program Analyst I:** Assists in monitoring all incoming correspondence and reports, writing and editing complex technical material for various audiences, and analyzing documents for policy implications. Provides logistical assistance for meetings and conferences.

**Education/Experience:** Bachelor's/6 years; High School/10 years

**Program Consultant III:** Develops and coordinates plans and policies, resources, and mission as well as goals, visions, and expectations of agency or program. Works with internal and external parties to organize the various procedural, technical, fiscal, and administrative systems needed to initiate, run, and conclude program activities. Develops cooperative partnerships with community-based organizations and agencies that will enhance program activities. Assists with the development and management of the program budget. Monitors and evaluates operations, programs, processes, and/or practices for quality and effectiveness. Makes recommendations for improvement.

**Education/Experience:** Master's/10 years; Bachelor's/12 years

**Program Consultant II:** Develops and coordinates plans and policies, resources, and mission as well as goals, visions, and expectations of agency or program. Works with internal and external parties to organize the various components needed to initiate, run, and conclude program activities. Develops cooperative partnerships with community-based organizations and agencies that will enhance the provision of services. Assists with the development of the program budget. Participates in the development of training, program guidance, best practices, and evaluation methods.

**Education/Experience:** Master's/8 years; Bachelor's/10 years

# Labor Category Descriptions

**Program Consultant I:** Develops and coordinates plans and policies, resources, and mission as well as goals, visions, and expectations of agency or program. Works with internal and external parties to organize the various components needed to initiate, run, and conclude program activities. Works with identified partners to enhance and carry out program activities. Assists with the development and management of the program budget. Participates in the development of training, program guidance, best practices, and evaluation methods.

**Education/Experience:** Master's/5 years; Bachelor's/8 years

**Program Coordinator IV:** Develops and implements program policies, procedures, goals, and objectives. Leads research and preparation of a variety of reports on program activities and operations. Gathers statistical data as needed. Analyzes budgets, data, or other documents as needed. Leads program evaluation efforts.

**Education/Experience:** Doctorate/5 years; Master's/10 years; Bachelor's Degree/12 years

**Program Coordinator III:** Develops and implements program policies, procedures, goals, and objectives. Assists with research and leads preparation of a variety of reports on program activities and operations. Gathers statistical data as needed or requested. Conducts program evaluation activities.

**Education/Experience:** Doctorate/4 years; Master's/8 years; Bachelor's/10 years

**Program Coordinator II:** Implements program policies, procedures, goals, and objectives. Prepares and/or assists in the preparation of a variety of reports on program activities and operations. Gathers statistical data as needed or requested. Conducts program evaluation activities.

**Education/Experience:** Master's/6 years; Bachelor's/8 years

**Program Coordinator I:** Assists in the implementation of program policies, procedures, goals, and objectives. Assists in a variety of reports on program activities and operations. Assists with collecting statistical data as needed or requested. Assists with program evaluation activities.

**Education/Experience:** Master's/4 years; Bachelor's/6 years

**Administrative Assistant III:** Performs complex and confidential administrative duties. Compiles reports and prepares agendas and background materials. Maintains databases. Coordinates special projects by developing project plans and schedules. Requires extensive working knowledge of client's practices and procedures. Responsible for handling sensitive situations. Requires a thorough working knowledge of computer applications, including word processing, spreadsheet, database, and presentation software.

**Education/Experience:** Associate's/6 years; High School/9 years

**Administrative Assistant II:** Performs complex and routine administrative and clerical support duties to relieve client of administrative details. Answers routine inquiries and prepares responses to routine correspondence. Designs spreadsheets and maintains databases. Researches and compiles special reports. Requires practical knowledge of computer applications, including word processing, spreadsheet, database, electronic mail, and presentation software.

**Education/Experience:** Associate's/1 year; High School/4 years

# Labor Category Descriptions

**Administrative Assistant I:** Performs administrative and clerical support duties to relieve client of administrative details. Types correspondence, reports, and memos. Maintains computer-based and paper files. Answers and screens telephone calls and opens and distributes mail for unit. Assists in researching and compiling special reports. Schedules and maintains calendar of appointments, meetings, and travel itineraries. Resolves routine questions and problems. Requires basic knowledge of computer software applications. Requires standard typing/word processing and language skills.

**Education/Experience:** High School/2 years

**Office Clerk:** Types correspondence, reports, and memos. Maintains computer-based and paper files. Answers and screens telephone calls and opens and distributes mail for unit. Schedules and maintains calendar of appointments, meetings, and travel itineraries. Requires standard typing/word processing and language skills.

**Education/Experience:** High School/0 years

**Graphics Designer:** Designs art and copy layout material to be presented visually in magazines, books, and newspapers; on product packaging; via television, computer monitor, Website and CD-ROM; and by other visual communication media. Plans presentations that typically include illustrations, photographs, and text. Selects styles and sizes of type. Draws or prepares samples of proposed designs. Prepares illustrations and rough sketches. Develops style sheets, logo type, and graphic standards for printed and published materials. Prepares series of drawings to illustrate sequence and timing of story development for video or computer presentation. Prepares notes and instructions for desktop publishing workers who assemble layouts for printing. Designs and produces pages for Website. Reviews final layout and recommends improvements as necessary.

**Education/Experience:** Bachelor's/5 years; High School/9 years

**Senior Technical Writer/Editor:** Supervises and manages writing assignments, performs final edits, and approves the final written product. Authors complex writing assignments. Writes/rewrites, summarizes, and edits technical materials, including planning, operations, and maintenance manuals and other technical publications. Coordinates efforts of technical artists and illustrators in preparing reports, articles, and books for internal and external distribution. Prepares original text based on technical data provided. Writes analytical, interpretive, documentary, and promotional copy. Approves graphic design, organization of text and graphic elements, and mechanical layout of camera-ready copy.

**Education/Experience:** Bachelor's/10 years; High School/15 years

**Technical Writer/Editor:** Researches, writes/rewrites, summarizes, and edits technical material, including operations and maintenance manuals and technical publications. Coordinates efforts of technical artists and illustrators in preparing reports, articles, and books for internal and external distribution. Prepares original text based on technical data provided. Writes analytical, interpretive, documentary, and promotional copy. Approves graphic design, organization of text and graphic materials, and mechanical layout of camera-ready copy.

**Education/Experience:** Bachelor's/9 years; High School/5 years

**Managing Editor:** Responsible for editorial content of books, journals, or magazines, including the composition, design, and graphics requirements. Responsible for manuscript selection, preparation, and production in accordance with style specifications and quality standards. Manages and coordinates activities of the editorial and production staff.

**Education/Experience:** Bachelor's/8 years; High School/12 years

# Labor Category Descriptions

**Senior Editor:** Reads and evaluates complex or specialized manuscripts, technical and scientific articles, and papers to determine the extent of editorial problems and shortcomings. Participates in the development of theme and content. Writes or supervises the writing of articles, stories, editorials, headlines, and captions. Supervises copy editors, editorial assistants, production editors, and designers. Requires extensive editing experience. Requires subject matter expertise.

**Education/Experience:** Bachelor's/6 years; High School/10 years

**Statistician Levels 6, 4, and 3:** Determines the mathematical principles involved and the most efficient methodology for solutions of problems. Acts as an advisor or consultant on application of mathematical analysis to scientific and engineering problems. Performs research to discover new or improved methods of application of mathematical theory or analysis to new or unexplored areas of scientific investigation. Gathers and analyzes collected information according to established statistical methods. Prepares reports, charts, tables, and other visual aids.

**Education/Experience:**

**Level 6:** Advanced Degree or Doctorate/10 years

**Level 4:** Bachelor's/8 years

**Level 3:** Bachelor's/5 years

**Scientist Levels 9, 8, 7, 6, 5, 4, 3, 2, and 1:** Has recognized scientific expertise in the public health arena, specifically in assessing and understanding public health issues and/or risks. Includes but is not limited to scientists in the field of immunology, toxicology, epidemiology, microbiology, biology, and biostatistics. Must have demonstrated in-depth knowledge of specific field of expertise. Must have knowledge and direct experience with the application of procedures and with test and evaluation operational requirements relative to specific field of expertise.

**Education/Experience:**

**Level 9:** Advanced Degree or Doctorate/5 years

**Level 8:** Advanced Degree or Doctorate/2 years

**Level 7:** Advanced Degree or Doctorate/0

**Level 6:** Master's/5 years

**Level 5:** Master's/3 years

**Level 4:** Master's/1 year

**Level 3:** Master's/0 years

**Level 2:** Bachelor's/1 year

**Level 1:** Bachelor's/0 years

**Analyst/Programmer V:** As a top-level technical expert, acts as a project team leader in the design and development of a complex enterprise-wide business systems. Consults with users to formulate and develop program objectives. Evaluates equipment capacities and limitations, operating time, cost and time requirements, and compatibility with existing systems to solve complex problems. Responsible for quality assurance and improvement review and directing and monitoring the work of team members. Has expert technical knowledge in all phases of applications systems.

**Education/Experience:** Master's/10 years; Bachelor's/12 years

# Labor Category Descriptions

**Analyst/Programmer IV:** As a high-level technical expert, consults with users to formulate and develop program objectives. Evaluates equipment capacity and limitations, operating time, cost and time requirements, and compatibility with existing systems to solve complex problems. Defines steps required for program development and works on all phases of program. Writes program documentation and operation guidelines. Has advanced knowledge of programming techniques, operating systems, and platform capabilities.

**Education/Experience:** Master's/8 years; Bachelor's/10 years; High School/12 years

**Analyst/Programmer III:** Formulates, designs, and implements complex business, financial, and accounting management information systems. Determines system scope and objectives. Evaluates equipment capacity and limitations, operating time, cost and time requirements, and compatibility with existing systems to solve complex problems. Analyzes and revises existing system logic difficulties and documentation. Determines detailed program specifications and works on all phases of program.

**Education/Experience:** Bachelor's/6 years; High School/10 years

**Analyst/Programmer II:** Defines system scope and objectives through research and fact-finding. Plans, develops, and tests complex information systems and computer programs. Prepares detailed specifications from which programs are written. Designs, codes, tests, debugs, documents, and maintains computer programs. Prepares user documentation and materials. Has knowledge of current programming languages.

**Education/Experience:** Bachelor's/4 years; High School/8 years

**Analyst/Programmer I:** Assists in researching and fact-finding to develop or modify information systems and computer programs. Meets with users to identify problems and document specific needs and requirements. Assists in preparing detailed flowcharts. Designs, codes, tests, and debugs documents and maintains computer programs. Has knowledge of current programming languages

**Education/Experience:** Bachelor's/2 years; High School/6 years

**Data Entry Team Leader:** Supervises other data entry clerks to ensure that all tasks will be completed on time. Assigns and reviews data entry files of entire team. Transfers data from electronic and hard-copy files into client's application by means of typing and copying/pasting. Requires some knowledge of computer software.

**Education/Experience:** High School/4 years

**Data Entry Clerk I:** Transfers data from electronic and hard-copy files into client's application by means of typing and copying/pasting. Requires some knowledge of computer software application.

**Education/Experience:** High School/2 years

**Senior Instructional Designer:** Designs, develops, executes, and maintains training programs. Conducts needs assessments and analyzes resulting data for best learning outcomes. Develops processes to deliver training, evaluate the training process, and implement procedures to improve the training process. Conducts research to ensure that content is thorough, relevant, accurate, and current. Designs, edits and maintains curriculum for training/learning sessions. Converts technical information into user-friendly instructional and communication material. Selects appropriate instructional procedures or methods. Develops and maintains reference tools. Continually assesses and monitors all training products to determine effectiveness. Designs cost-effective strategies for developing and delivering training.

**Education/Experience:** Master's/8 years; Bachelor's/10 years



# Labor Category Descriptions

**Instructional Designer:** Develops functional training materials and course curricula. Conducts research to ensure that content is thorough, relevant, accurate, and current. Designs, edits and maintains curriculum for training/learning sessions. Converts technical information into user-friendly instructional and communication material. Selects appropriate instructional procedures or methods. Develops and maintains reference tools. Continually assesses and monitors all training products to determine effectiveness. Designs cost-effective strategies for developing and delivering training.

**Education/Experience:** Master's/5 years; Bachelor's/8 years

**Evaluation Researcher V:** Directs the design, coordination, and delivery of formative research and program evaluation, including technical assistance to local, State, and Federal agencies and private foundations. Provides lead technical assistance on program evaluation, including development of questions, study design, sampling, instrument development, data collection procedures, data analyses, and report preparation. Provides technical leadership in the use of quantitative and qualitative methods and participatory approaches. Provides strategic planning assistance to clients and donors. Leads collaboration with partner organizations. Serves as in-house technical expert on social science research and evaluation issues, such as research design, methodological and research protocols, instrument design, data collection planning, research task analysis, research budgeting, research site selection, and data processing and analysis constraints.

**Education/Experience:** Doctorate/5 years; Master's/12 years; Bachelor's/15 years

**Evaluation Researcher IV:** Conducts the design, coordination, and delivery of formative research and program evaluation. Provides technical assistance on program evaluation, including development of questions, study design, sampling, instrument development, data collection procedures, data analyses, and report preparation. Provides technical leadership in the use of quantitative and qualitative methods and participatory approaches. Provides strategic planning assistance to clients and donors. Serves as in-house technical expert on social science research and evaluation issues, such as research design, methodological and research protocols, instrument design, data collection planning, research task analysis, research budgeting, research site selection, and data processing and analysis constraints.

**Education/Experience:** Doctorate/3 years; Master's/10 years; Bachelor's/12 years

**Evaluation Researcher III:** Designs and directs formative research projects for intervention design and program evaluation research. Assists in the development of questions, study design, sampling, instrument development, data collection procedures, data analyses, and report preparation. Collects and manages data. Leads qualitative and quantitative analyses of data. Provides technical assistance and training in applied research theories, research methodology, and program evaluation. Provides technical research support for the production of technical assistance materials, training manuals, and policy documents. Prepares technical reports for clients and donors.

**Education/Experience:** Doctorate/1 year; Master's/8 years; Bachelor's/10 years

**Evaluation Researcher II:** Assists with the design and implementation of formative research projects for intervention design and program evaluation research. Assists in the development of questions, study design, sampling, instrument development, data collection procedures, data analyses, and report preparation. Collects and manages data. Conducts qualitative and quantitative analyses of data. Provides technical assistance and training in applied research theories, research methodology, and program evaluation. Provides technical research support for the production of technical assistance materials, training manuals, and policy documents. Assists with preparing technical reports for clients and donors.

**Education/Experience:** Master's/6 years; Bachelor's/8 years

# Labor Category Descriptions

**Evaluation Researcher I:** Assists with designing and implementing research for planning and evaluating. May design and conduct quantitative and qualitative research and evaluation on the application of behavior theory, communication, and social marketing to promote behavior change. Develops data collection instruments and protocols for quantitative research. Determines appropriate sampling procedures and specifies sampling plans. Conducts data analysis. Develops and monitors multisite assessments. Prepares technical materials, training manuals, and research and evaluation reports.

**Education/Experience:** Master's/3 years; Bachelor's/6 years

**Research Assistant II:** Provides technical and operational assistance on evaluation studies. Collaborates on survey development and construction. Monitors data collection and manages onsite data collection contractors. Conducts content analyses of focus group discussions and open-ended interview questions. Interprets survey data and produces data tables, charts, and illustrations for technical reports, presentation materials, and scholarly articles. Collaborates on technical report production and literature reviews. Manages project files and retrieval systems.

**Education/Experience:** Bachelor's/2 years; High School/6 years

**Research Assistant I:** Provides technical and operational support on evaluation studies. Assists with survey development and construction. Supports data collection and works with onsite data collection contractors. Assists in content analyses of focus group discussions and open-ended interview questions. Assists with interpreting survey data. Produces data tables, charts, and illustrations for technical reports, presentation materials, and scholarly articles. Assists with technical report production and conducting literature reviews.

**Education/Experience:** Bachelor's/0 years; High School/2 years

**Preparedness Consultant III:** Provides advice and consultation on the development of emergency preparedness plans and policies. Leads the design and delivery of trainings to client staff and first-line responders. Leads the development and implementation of drills and exercises to ensure readiness of client and Federal, State, and local agencies to implement emergency response plans. Assesses the effectiveness of emergency procedures and provides advice on improvements. Leads the development of reports and performance indicators. Provides advice on policies and procedures and regulatory policies that impact emergency preparedness. Leads the design and implementation of evaluations of preparedness programs and activities. Leads additional preparedness activities as needed.

**Education/Experience:** Doctorate/6 years; Master's/10 years; Bachelor's/12 years; High School/15 years

**Preparedness Consultant II:** Provides technical assistance and consultation for the development of emergency preparedness plans and policies. Designs and conducts trainings of client staff and first-line responders. Implements drills and exercises to ensure readiness of client and Federal, State, and local agencies to implement emergency response plans. Assesses the effectiveness of emergency procedures and provides advice on improvements. Develops reports and performance indicators. Provides input on policies and procedures and regulatory policies that impact emergency preparedness. Designs and implements evaluations of preparedness programs and activities.

**Education/Experience:** Doctorate/3 years; Master's/6 years; Bachelor's/8 years; High School/10 years

**Preparedness Consultant I:** Provides technical assistance and consultation on the development of emergency preparedness plans and policies. Delivers trainings to client staff and first-line responders and with implementing drills and exercises to ensure readiness of client and Federal, State, and local agencies to implement emergency response plans. Assesses the effectiveness of emergency procedures and provides advice on improvements. Develops reports and performance indicators. Provides input on policies and procedures and regulatory policies that impact emergency preparedness. Assists with additional preparedness activities as needed.

**Education/Experience:** Doctorate/1 year; Master's/4 years; Bachelor's/6 years; High School/8 years

# Labor Category Descriptions

**Subject Matter Specialist V:** Recognized expert in field or discipline. Must have demonstrated and documented academic and practical in-depth knowledge of specific field of expertise. Is knowledgeable and has direct experience with the procedures and/or processes, as well as test and evaluation operational requirements, relative to specific field of expertise. Provides subject matter expertise, executive guidance, and technical direction and implementation planning in support of client program initiatives. Participates in the review of laws, policies, and guidelines that have an effect on procedures and planning.

**Education/Experience:** Advanced Degree/12 years; Master's/15 years; Bachelor's/18 years; High School/20 years

**Subject Matter Specialist IV:** Recognized expert in field or discipline. Must have demonstrated and documented academic and practical in-depth knowledge of specific field of expertise. Is knowledgeable and has direct experience with the procedures and/or processes, as well as test and evaluation operational requirements, relative to specific field of expertise. Provides subject matter expertise, executive guidance, and technical direction and implementation planning in support of client program initiatives. Participates in the review of laws, policies, and guidelines that have an effect on procedures and planning.

**Education/Experience:** Advanced Degree/10 years; Master's/12 years; Bachelor's/15 years; High School/18 years

**Subject Matter Specialist III:** Recognized expert in field or discipline. Must have demonstrated and documented academic and practical in-depth knowledge of specific field of expertise. Is knowledgeable and has experience with the procedures and/or processes, as well as test and evaluation operational requirements, relative to specific field of expertise. Provides subject matter expertise, executive guidance, and technical direction and implementation planning in support of client program initiatives. Participates in the review of laws, policies, and guidelines that have an effect on procedures and planning.

**Education/Experience:** Advanced Degree/8 years; Master's/10 years; Bachelor's/12 years; High School/15 years

**Subject Matter Specialist II:** Recognized expert in field or discipline. Must have demonstrated and documented academic and practical in-depth knowledge of specific field of expertise. Is knowledgeable and has experience with the procedures and/or processes, as well as test and evaluation operational requirements, relative to specific field of expertise. Provides subject matter expertise, guidance, and direction and implementation planning in support of client program initiatives. May participate in the review of laws, policies, and guidelines that have an effect on procedures and planning.

**Education/Experience:** Advanced Degree/5 years; Master's/8 years; Bachelor's/10 years; High School/12 years

**Subject Matter Specialist I:** Recognized expert in field or discipline. Has demonstrated and documented academic and practical in-depth knowledge of specific field of expertise. Is knowledgeable and has experience with the procedures and/or processes, as well as test and evaluation operational requirements, relative to specific field of expertise. Provides subject matter expertise in support of client program initiatives.

**Education/Experience:** Advanced Degree/2 years; Master's/5 years; Bachelor's/8 years; High School/10 years

**Communication Specialist III:** Updates, develops, and obtains necessary clearances for new content for Website and other informational materials. Review documents from within and outside the branch for appropriateness, tone, and consistency of message and grammar. Responds to public inquiries via telephone, e-mail or U.S. mail. Develops informational materials such as factsheets and question and answer sheets for issues as they arise. Requires excellent written communication skills.

**Education/Experience:** Master's/6 years; Bachelor's/8 years

# Labor Category Descriptions

**Communication Specialist II:** Provides a variety of functions related to communication activities to raise awareness of issues and improve dissemination of informational materials to the public and policymakers. Assists in obtaining the necessary clearance for communication activities. Develops materials for dissemination. Prepares presentation materials for meetings and conferences. Maintains mailing list for dissemination of materials. Assists in the development of issue-related reports and materials.

**Education/Experience:** Master's/3 years; Bachelor's/5 years

**Communication Specialist I:** Provides assistance in writing and editing reports, factsheets, manuscripts, and presentations. Assists with the dissemination of informational materials to interested government parties and the public. Assists with responding to public inquiries. Assists with maintaining and updating Website materials. Requires excellent written communication skills.

**Education/Experience:** Bachelor's/2 years

**Senior Subject Matter Expert/Public Health:** Recognized expert in field or discipline. Must have demonstrated in-depth knowledge of specific field of expertise. Has knowledge and direct experience with the application of procedures and with the test and evaluation of operational requirements relative to specific field of expertise. Expert with scientific, medical, and public health disciplines, including but not limited to epidemiology, veterinary science, pathology, preventive medicine, international health, medical doctors, engineering (industrial, chemical, environmental, electrical), emergency technicians, environmental health, microbiology, biochemistry, and chemistry.

**Education/Experience:** Advanced Degree or Doctorate/15 years; Master's/20 years; Bachelor's/25 years

**Subject Matter Expert/Public Health:** Recognized expert in field or discipline. Must have demonstrated in-depth knowledge of specific field of expertise. Has knowledge and direct experience with the application of procedures and with the test and evaluation of operational requirements relative to a specific field of expertise. Expert with scientific, medical, and public health disciplines, including but not limited to epidemiology, veterinary science, pathology, preventive medicine, international health, medical doctors, engineering (industrial, chemical, environmental, electrical), emergency technicians, environmental health, microbiology, biochemistry, and chemistry.

**Education/Experience:** Advanced Degree or Doctorate/10 years; Master's/15 years; Bachelor's/20 years

**Financial Analyst III:** Facilitates data gathering and analysis to assess the efficiency and effectiveness of financial programs and operations. Posts transactions to various ledgers, journals, and registers. Inputs accounting data into computer for tracking manipulation and reporting purposes. Compiles and prepares specialized reports and analyses. Applies accounting principles, theories, and practices to a variety of complex assignments, including analyzing and evaluating accounting system data elements and adapting analytical techniques to monitor a variety of accounting functions. Solves exceptionally difficult technical problems in financial programs, including examining documents, records, and accounting reports and processes to ensure conformance with generally accepted accounting principles, operating procedures, and revised regulations. Performs complex tasks providing general or specialized analysis in various accounting functions such as accounts receivable, accounts payable, cost, and accounting. Responds to findings reported in the Chief Financial Officer Audit and other Audits of the client's financial functions as related to assigned financial program areas. Comments on draft policies and issuances by the higher level department staff and other governmental agencies.

**Education/Experience:** Bachelor's/2 years; High School/4 years

# Labor Category Descriptions

**Financial Analyst II:** Assists in day-to-day financial management operations, including processing, analyzing, and summarizing transactions and related data and properly classifying accounting transactions. Other general accounting functions include reconciling cash accounts, preparing supporting schedules, and ensuring that proper entries are made into the accounting system to facilitate preparation of annual financial statements. Utilizes accounting and financial analysis skills, including international operations, travel, purchase card audits, contract reconciliations, IPAC processing, and FEDEX processing.

**Education/Experience:** Bachelor's/1 year; High School/3 years

**Financial Analyst I:** Assists in day-to-day financial management operations. The services to be provided may include processing, analyzing, and summarizing transactions and related data and properly classifying accounting transactions. Other general accounting functions may include reconciling cash accounts, preparing supporting schedules, and ensuring that proper entries are made into the accounting system to facilitate the preparation of the annual financial statements. Utilizes accounting and financial analysis skills.

**Education/Experience:** Bachelor's/0 years; High School/2 years

**Budget Analyst VI:** Serves as team lead or supervisor of staff. Prepares multiyear budget estimates covering the client's control, research, and training activities. Provides advice and guidance to budget and program officials of the client on the preparation of budget estimates and prepares detailed analyses and critiques of estimates submitted. Assembles and/or develops background data and documentation in support of requested program budgets for reference and evidence in the agency budget hearings. Develops estimates reflecting the cost of implementing proposed budget and/or program legislation. Coordinates the formulation and presentation of budgets for assigned programs with budget personnel who are responsible for the administration of complementary programs and services. Monitors the execution of those portions of the approved organization budget through which national programs, including obligations and expenditures in multiyear grants programs and associated administrative costs, are funded. Performs advanced analysis of accounting and budget data to provide recommendations to the agency. Provide senior-level advice and guidance to the client and program offices on budget formulation and presentation.

**Education/Experience:** Bachelor's/10 years; High School/12 years

**Budget Analyst V:** Prepares multiyear budget estimates covering the client's control, research, and training activities. Provides advice and guidance to budget and program officials of the client on the preparation of budget estimates and prepares detailed analyses and critiques of estimates submitted. Assembles and/or develops background data and documentation in support of requested program budgets for reference and evidence in the agency budget hearings. Develops estimates reflecting the cost of implementing proposed budget and/or program legislation. Coordinates the formulation and presentation of budgets for assigned programs with budget personnel who are responsible for the administration of complementary programs and services. Monitors the execution of those portions of the approved organization budget through which national programs, including obligations and expenditures in multiyear grants programs and associated administrative costs, are funded. Performs advanced analysis of accounting and budget data to provide recommendations to the agency. Provide senior-level advice and guidance to the client and program offices on budget formulation and presentation. Applies expertise in budget and accounting systems to consultative solutions for clients. May act as a back-up to the team lead.

**Education/Experience:** Bachelor's/8 years; High School/10 years

# Labor Category Descriptions

**Budget Analyst IV:** Prepares multiyear budget estimates covering the client's control, research, and training activities. Provides advice and guidance to budget and program officials of the client on the preparation of budget estimates and prepares detailed analyses and critiques of estimates submitted. Assembles and/or develops background data and documentation in support of requested program budgets for reference and evidence in the agency budget hearings. Develops estimates reflecting the cost of implementing proposed budget and/or program legislation. Coordinates the formulation and presentation of budgets for assigned programs with budget personnel who are responsible for the administration of complementary programs and services. Monitors the execution of those portions of the approved organization budget through which national programs, including obligations and expenditures in multiyear grants programs and associated administrative costs, are funded. Performs advanced analysis of accounting and budget data to provide recommendations to the agency. Provide senior-level advice and guidance to the client and program offices on budget formulation and presentation.

**Education/Experience:** Bachelor's/6 years; High School/8 years

**Budget Analyst III:** Prepares multiyear budget estimates covering the client's control, research, and training activities. Provides advice and guidance to budget and program officials of the client on the preparation of budget estimates and prepares detailed analyses and critiques of estimates submitted. Assembles and/or develops background data and documentation in support of requested program budgets for reference and evidence in the agency budget hearings. Develops estimates reflecting the cost of implementing proposed budget and/or program legislation. Coordinates the formulation and presentation of budgets for assigned programs with budget personnel who are responsible for the administration of complementary programs and services. Monitors the execution of those portions of the approved organization budget through which national programs, including obligations and expenditures in multiyear grants programs and associated administrative costs, are funded.

**Education/Experience:** Bachelor's/4 years; High School/6 years

**Budget Analyst II:** Identifies and corrects extraneous, erroneous, or missing functions as symbolized or illustrated by codes, which can be revealed on the screen. Provides advice and guidance to budget and program officials of the client on the preparation of budget estimates and prepares detailed analyses and critiques of estimates submitted. Assembles and/or develops background data and documentation in support of requested program budgets for reference and evidence in the agency budget hearings. Develops estimates reflecting the cost of implementing proposed budget and/or program legislation. Coordinates the formulation and presentation of budgets for assigned programs with budget personnel who are responsible for the administration of complementary programs and services.

**Education/Experience:** Bachelor's/2 years; High School/4 years

**Budget Analyst I:** Uses basic budget and account structures, including organization codes, account numbers, and object classes, to obtain, compile, and summarize narrative information and quantitative data for use by others within the office. Verifies the costs of line items in the budget, enters the costs in standard forms and schedules, and extracts budget and program data from computer printouts of accounting records forms and reports for use by coworkers. Creates charts and graphs for electronic or hard copy from data within databases and spreadsheets. Identifies and corrects extraneous, erroneous, or missing functions as symbolized or illustrated by codes, which can be revealed on the screen. Prepares responses to inquiries, retrieves requested information from office files, gathers information on vendor payment inquiries, gathers information on open obligations, sends information to users through computer links, distributes memoranda or reports using designated distribution lists, acknowledges receipts, prints copies, and responds through an electronic mail system.

**Education/Experience:** Bachelor's/0 years; High School/2 years

# Labor Category Descriptions

**Economist III:** Analyzes the impact of cost as well as its impact on policies, programs, and practices. Provides technical assistance and consultation on economic study plans, involving actual economic analyses, to researchers and policy analysts. Provides technical assistance and consultation regarding techniques used in econometric analysis as well as provides a quick response to applied economic analysis and evaluation. Provides analyses. Designs and conducts research studies. Prepares reports for use in briefings, presentations, publications, and testimony. Providing research and analytic support in the preparation of papers, research proposals, bibliographies, and other documents.

**Education/Experience:** Doctorate/4 years; Master's/6 years; Bachelor's/10 years

**Economist II:** Analyzes the impact of cost as well as its impact on policies, programs, and practices. Provides technical assistance and consultation on economic study plans, involving actual economic analyses, to researchers and policy analysts. Provides technical assistance and consultation regarding techniques used in econometric analysis as well as provides a quick response to applied economic analysis and evaluation. With guidance, prepares reports for use in briefings, presentations, publications, and testimony. Provides research and analytic support in the preparation of papers, research proposals, bibliographies, and other documents.

**Education/Experience:** Doctorate/2 years; Master's/4 years; Bachelor's/8 years

**Economist I:** Assists in analyzing the impact of cost as well as its impact on policies, programs, and practices. Assists in providing technical assistance and consultation on economic study plans, involving actual economic analyses, to researchers and policy analysts. May provide technical assistance and consultation regarding techniques used in econometric analysis as well as provide a quick response to applied economic analysis and evaluation. Provides research and analytic support in the preparation of papers, research proposals, bibliographies, and other documents.

**Education/Experience:** Master's/2 years; Bachelor's/6 years

**Accounting Clerk III:** Performs complex accounting clerical duties. Assists with trial balances, analyzes financial documents, investigates questionable data, and prepares reports. Responsible for a complete and systematic set of transactions in a specific phase of accounting. Reconciles difficult accounts. Proficient in the use of office automated systems, spreadsheets, and software.

**Education/Experience:** Associate/1 year; High School/4 years

**Accounting Clerk II:** Performs moderately complex accounting tasks. Processes complicated transactions and traces transactions through previous accounting actions to determine discrepancies. Verifies consistency and mathematical accuracy of accounting documents and reconciles difficult accounts. Uses office automated systems to input data, generate reports, conduct specialized research projects, and respond to inquiries.

**Education/Experience:** High School/2 years

**Accounting Clerk I:** Posts general journal entries or accounts payable vouchers and enters vouchers into voucher register. Posts and balances financial data. Verifies invoices, invoice number, account codes, and financial amounts. Reviews transactions to locate discrepancies. Uses office-automated systems to input data and generate reports.

**Education/Experience:** High School/1 year

# Labor Category Descriptions

**Grants Quality Control Specialist II:** Evaluates the work processes of employees responsible for administering data entry of grant applications, maintains database records, and processes pertinent information. Ensures that processes are conducted in a timely fashion and in accordance with program and Federal guidance evaluation/control standards. Analyzes internal/departmental grant processing procedures for resolution of issues involving expenditures, payment, and specific deliverables. Provides input in the development and installation of total quality systems for processing and administering grants.

**Education/Experience:** Bachelor's/6 years; High School/10 years

**Grants Quality Control Specialist I:** Evaluates the work processes, is responsible for ensuring data entry of pertinent information from grant applications, and maintains database records in a timely and accurate fashion. Provides a full spectrum of quality control assistance including the accuracy of billing by the grantee. Follows internal and Federal quality control procedures and standards.

**Education/Experience:** Bachelor's/4 years; High School/8 years

**Grants Subject Matter Specialist III:** Is a recognized expert in field or discipline. Must have demonstrated and documented academic and practical in-depth knowledge of specific field of expertise. Is knowledgeable and has direct experience with the procedures and/or processes, as well as test and evaluation operational requirements, relative to specific field of expertise. Informs higher level officials of trends and observations within the grant applications. Makes appropriate suggestions and recommendations within the subject matter of the grants program guidelines. Participates in the review of laws, policies, and guidelines that have an effect on procedures and planning.

**Education/Experience:** Advance Degree or Master's/8 years; Bachelor's/15 years; High School/20 years

**Grants Subject Matter Specialist II:** Is a recognized expert and has a demonstrated and documented in-depth knowledge in specific field or discipline. Is knowledgeable and possesses direct experience with the evaluation of operational requirements relative to specific field of expertise required within the program guidance and review process.

**Education/Experience:** Advance Degree or Bachelor's/8 years; High School/10 years

**Grants Subject Matter Specialist I:** Is experienced in field or discipline with demonstrated indepth knowledge of specific field of expertise. Possesses sufficient experience to evaluate the operational requirements stated in the program guidance and review process.

**Education/Experience:** Advance Degree or Bachelor's/3 years; High School/5 years

**Senior Grants Specialist:** Must have demonstrated in-depth knowledge and expertise in Federal grants management processes, including Federal rules and regulations. Is knowledgeable and must have direct experience in the grant application process, triage processing of applications, and fiduciary and evaluating operational requirements relative to the grant management program. Participates in the grant review process, evaluates and records proceedings, monitors scoring processes, and administers the technical evaluation sessions. Keeps appropriate upper-level management informed and provides appropriate recommendations within the subject matter of the grants program guidelines. Participates in the review of laws, procedures, and recommendations that have an effect on procedures and planning.

**Education/Experience:** Doctorate/8 years; Master's/10 years; Bachelor's/15 years



# Labor Category Descriptions

**Peer Review Grant Specialist:** Must have demonstrated in-depth knowledge of expertise in grants management. Is knowledgeable with direct experience in the grant application process and evaluation operational requirements relative to the grant review process during technical evaluation panels. Participates in the grant review process, evaluates and records proceedings, monitors scoring processes, administers the technical evaluation sessions, and, when appropriate, recording relevant panel discussions. Keeps upper level management informed on panel progress and makes appropriate recommendations. Participates in the panel review briefing, which has an effect on evaluation process and procedures.

**Education/Experience:** Advanced Degree or Doctorate/10 years; Master's/15 years

**Analyst/Programmer V:** As top-level technical expert, acts as project team leader in the design and development of a complex enterprise-wide business system. Consults with users to formulate and develop program objectives. Evaluates equipment capacities and limitations, operating time, cost and time requirements, and compatibility with existing systems to solve complex problems. Responsible for quality assurance and improvement review and directing and monitoring the work of team members. Has expert technical knowledge in all phases of applications systems analysis and programming.

**Education/Experience:** Master's/10 years; Bachelor's/12 years

**Analyst/Programmer IV:** As a high-level technical expert, consults with users to formulate and develop program objectives. Evaluates equipment capacity and limitations, operating time, cost and time requirements, and compatibility with existing systems to solve complex problems. Defines steps required for program development and works on all phases of program. Writes program documentation and operation guidelines. Has advanced knowledge of programming techniques, operating systems, and platform capabilities.

**Education/Experience:** Master's/8 years; Bachelor's/10 years; High School/12 years

**Analyst/Programmer III:** Formulates, designs, and implements complex business, financial, and accounting management information systems. Determines system scope and objectives. Evaluates equipment capacity and limitations, operating time, cost and time requirements, and compatibility with existing systems to solve complex problems. Analyzes and revises existing system logic difficulties and documentation. Determines detailed program specifications and works on all phases of program development.

**Education/Experience:** Bachelor's/6 years; High School/10 years

**Analyst/Programmer II:** Defines system scope and objectives through research and fact-finding. Plans, develops, and tests complex information systems and computer programs. Prepares detailed specifications from which programs are written. Designs, codes, tests, debugs, documents, and maintains computer programs. Prepares user documentation and materials. Has knowledge of current programming languages.

**Education/Experience:** Bachelor's/4 years; High School/8 years

**Analyst/Programmer I:** Assists in researching and fact-finding to develop or modify information systems and computer programs. Meets with users to identify problems and document specific needs and requirements. Assists in preparing detailed flowcharts. Designs, codes, tests, debugs, documents, and maintains computer programs. Has knowledge of current programming languages.

**Education/Experience:** Bachelor's/2 years; High School/6 years

**Data Entry Team Leader:** Supervises other data entry clerks to ensure that all tasks are completed on time. Assigns and reviews data entry files of entire team. Transfers data from electronic and hard-copy files into client's application by means of typing and copying/pasting. Requires some knowledge of computer software applications.

**Education/Experience:** High School/4 years

# Labor Category Descriptions

**Data Entry Clerk I:** Transfers data from electronic and hard-copy files into client's application by means of typing and copying/pasting. Requires some knowledge of computer software application.

**Education/Experience:** High School/2 years

**IT Program Manager:** Manages client's computer applications development project. Manages client relationships for a team of consultants, developers, engineers, analysts, and related professionals. Manages technical aspects of projects by instructing, directing, and checking the work of team members. Ensures project outcomes that conform to client's objectives and budget.

**Education/Experience:** Master's/10 years; Bachelor's/8 years

**Database Analyst V:** Acts as project team leader for all activities related to design, implementation and maintenance of complex databases. Serves as technical expert. Leads systems requirement definition and designs walk-through sessions with client. Formulates and monitors policies, procedures, and standards relating to database management. Has expert knowledge of all relational-based development tools, software, and hardware operating systems.

**Education/Experience:** Master's/10 years; Bachelor's/12 years

**Database Analyst IV:** Designs, analyzes and evaluates complex data processing systems translating business/information systems requirements into relational database structures. Develops data models using industry-standard techniques for data normalization and denormalization. Prepares programming specifications and diagrams and develops coding flowcharts. Develops programs using Oracle and Microsoft SQL server and software using SQL, ISL, SEM, SQL \*Plus, Forms, Reports, PL, SQL, C, Pro\*C, C++/Visual Basic, Access, and Foxpro.

**Education/Experience:** Bachelor's/8 years; High School/12 years

**Database Analyst III:** Designs, implements, and maintains complex databases. Maintains database dictionaries and integration of systems through database design. Analyzes database requirements, applications and programming of client. Works with client to develop specifications and recommends solutions that require definition of physical structure and functional capabilities of databases, data security and data backup recovery. Specializes in the use of database management systems and products such as Oracle, Sybase, SAP, and IBM.

**Education/Experience:** Bachelor's/6 years; High School/10 years

**Database Analyst II:** Designs, implements, and maintains moderately complex databases. Includes maintenance of database dictionaries and integration of systems through database design. Ensures accuracy and completeness in data in master files and various support tools such as database.

**Education/Experience:** Bachelor's/4 years; High School/8 years

**Database Analyst I:** Assists in the implementation and maintenance of databases. Works on several phases of database administration, including writing and maintaining simple systems and programs. Ensures accuracy and completeness of data in master files. Maintains security and integrity controls.

**Education/Experience:** Bachelor's/2 years; High School/6 years

# Labor Category Descriptions

**Applications Programmer V:** Acts as project leader and highest level technical expert on complex applications programming projects. Has full responsibility for program design, coding, testing, debugging, and documentation. Devises and modifies procedures to solve complex business and scientific systems issues. Responsible for quality assurance review and monitoring and directing the work of team members.

**Education/Experience:** Master's/10 years; Bachelor's/12 years

**Applications Programmer IV:** Provides technical consulting on complex applications programming projects. Has full responsibility for program design, coding, testing, debugging, and documentation. Analyzes, devises, and modifies procedures to solve complex business and scientific systems issues.

**Education/Experience:** Master's/8 years; Bachelor's/10 years; High School/14 years

**Applications Programmer III:** Analyzes business and scientific systems specifications and procedures to solve complex problems based on equipment limitations and capacity, operating time, and form of desired results. Develops logic flowcharts, encodes programs, prepares test data, and tests and debugs programs. Revises and updates programs as required and provides necessary documentation for the customer/client.

**Education/Experience:** Bachelor's/6 years; High School/10 years

**Applications Programmer II:** Modifies moderately complex application programs from detailed specifications. Maintains, codes, tests, debugs, and documents programs as assigned.

**Education/Experience:** Bachelor's/4 years; High School/8 years

**Applications Programmer I:** Assists in maintaining, writing, and modifying routine applications from detailed specifications. Codes documented logic flowcharts and instructions. Tests, debugs, and documents programs as assigned.

**Education/Experience:** Bachelor's/2 years; High School/6 years

**Senior Website Developer:** Designs and develops complex interactive and transactional websites. Proposes website strategies. Creates action plans and applications to carry out strategies and accomplish objectives. Develops and tunes interfaces between Internet and customer/client ERP systems and other database marketing and customer relationship management systems.

**Education/Experience:** Bachelor's/4 years; High School/8 years

**Website Developer:** Designs and develops organization's website. Customizes web-based interactive features, builds database gateways, and implements electronic commerce services.

**Education/Experience:** Bachelor's/2 years; High School/6 years

**Software Engineer V:** As highest level technical expert, oversees technical design, development, and implementation of highly complex software products and systems. Addresses problems related to systems integration, compatibility, and multiple platforms. Performs feasibility analysis of product plans and designs. Defines architecture requirements and standards for design and development. Leads team of development staff and is responsible for project completion.

**Education/Experience:** Master's/14 years; Bachelor's/12 years

# Labor Category Descriptions

**Software Engineer IV:** As a high-level technical expert, develops technical designs and specifications for software products. Formulates and defines product specifications, design strategies, development schedules, and user expectations to product capabilities. Builds, tests, and maintains software product modules, components, and subsystems. Oversees and participates in the development of software user manuals and documentation. Has advanced knowledge of one or more platforms, operating systems, programming languages, and system architectures.

**Education/Experience:** Master's/8 years; Bachelor's/10 years

**Software Engineer III:** As a high-level technical expert, designs, develops, codes, tests, and debugs new software or significant enhancements to existing software. Analyzes software problems and develops specifications to resolve them. Participates in large system and subsystem planning. Tests and debugs assigned components and units. Adheres to product build and release schedules and strategies. Develops software user manuals and documentation. Has advanced knowledge of one or more platforms, operating systems, programming languages, and system architectures.

**Education/Experience:** Bachelor's/6 years; High School/10 years

**Software Engineer II:** Designs, codes, tests, and debugs new software or makes enhancements to existing software. Prepares comprehensive test plans and recommends corrections. Identifies and debugs moderately complex problems. Resolves customer complaints with software and responds to suggestions for improvement and enhancements. Codes enhancements and support features. Assists in the development of software user manuals and documentation.

**Education/Experience:** Bachelor's/4 years; High School/8 years

**Software Engineer I:** Assists in designing, coding, testing, and debugging of new software and making enhancements to existing software. Writes programs according to detailed specifications. Participates in the analysis and development of test plans. Makes suggestions for problem solutions or software enhancements.

**Education/Experience:** Bachelor's/2 years; High School/6 years

**Senior PC Support Specialist:** Provides technical assistance and training to system users in a help desk or information center environment, including problem resolution, research, isolation, and follow up steps. Develops supporting documentation of all activities. Evaluates, tests, installs, and modifies network and single-user workstation systems and applications. Consults with users to determine hardware and software configurations and recommends systems modifications to meet users' overall needs and requirements.

**Education/Experience:** Bachelor's/4 years; High School/8 years

**PC Support Specialist:** Provides technical assistance and training to system users in a help desk or information center environment. Responds to and diagnoses hardware, software, and operating problems through discussion with users by phone or in person and takes remedial actions or recommends procedural changes. Installs, loads, and configures hardware, software, peripheral equipment operating systems and environments, and word processing spreadsheet and database applications.

**Education/Experience:** Bachelor's/2 years; High School/4 years

**Lead Computer Operator:** Schedules and coordinates daily computer operations. Monitors and controls minicomputers or mainframe computers by operating central console or online terminals. Distributes and verifies work of computer operations team. Determines equipment setup and run operations. Monitors equipment to determine point of equipment or program failure and manipulates controls to keep continuous operations of computer system. Maintains operating records.

**Education/Experience:** High School/5 years

# Labor Category Descriptions

**Computer Operator II:** Performs moderately complex tasks associated with operating a computer, such as monitoring and manipulating central console or online terminals, operating auxiliary equipment, and maintaining records of output. Determines equipment setup, schedule jobs, executes nonroutine jobs, and observes console. Manipulates controls to rearrange program sequence.

**Education/Experience:** High School/2 years

**Computer Operator I:** Performs routine tasks associated with operating a computer, such as monitoring and manipulating console controls, operating peripheral equipment, and maintaining records and tape library.

**Education/Experience:** High School/1 year



# Schedule of Prices for All SINs

## McKing Site Hourly Rates

<b>SIN</b>	<b>Labor Category</b>	<b>Year 6</b> 12/31/24–12/30/25	<b>Year 7</b> 12/31/25–12/30/26	<b>Year 8</b> 12/31/26–12/30/27	<b>Year 9</b> 12/31/27–12/30/28	<b>Year 10</b> 12/31/28–12/30/29
54151S; 54151RC	Analyst/ Programmer V	\$185.10	\$189.36	\$193.72	\$198.17	\$202.73
54151S; 54151RC	Analyst/ Programmer IV	\$172.63	\$176.60	\$180.67	\$184.82	\$189.07
54151S; 54151RC	Analyst/ Programmer III	\$146.68	\$150.06	\$153.51	\$157.04	\$160.65
54151S; 54151RC	Analyst/ Programmer II	\$126.36	\$129.27	\$132.24	\$135.28	\$138.39
54151S; 54151RC	Analyst/ Programmer I	\$113.73	\$116.35	\$119.03	\$121.76	\$124.56
54151S; 54151RC	Data Entry Team Leader	\$69.45	\$71.05	\$72.69	\$74.36	\$76.07
54151S; 54151RC	Data Entry Clerk I	\$59.86	\$61.24	\$62.65	\$64.09	\$65.56
54151S; 54151RC	IT Program Manager	\$201.09	\$205.72	\$210.45	\$215.29	\$220.24
54151S; 54151RC	Database Analyst V	\$192.02	\$196.44	\$200.95	\$205.58	\$210.30
54151S; 54151RC	Database Analyst IV	\$174.72	\$178.74	\$182.85	\$187.05	\$191.35
54151S; 54151RC	Database Analyst III	\$152.82	\$156.33	\$159.93	\$163.61	\$167.37
54151S; 54151RC	Database Analyst II	\$119.88	\$122.63	\$125.45	\$128.34	\$131.29
54151S; 54151RC	Database Analyst I	\$98.85	\$101.13	\$103.45	\$105.83	\$108.27
54151S; 54151RC	Applications Programmer V	\$181.28	\$185.45	\$189.72	\$194.08	\$198.55
54151S; 54151RC	Applications Programmer IV	\$156.98	\$160.59	\$164.29	\$168.06	\$171.93
54151S; 54151RC	Applications Programmer III	\$137.55	\$140.72	\$143.95	\$147.26	\$150.65
54151S; 54151RC	Applications Programmer II	\$113.43	\$116.04	\$118.71	\$121.44	\$124.23
54151S; 54151RC	Applications Programmer I	\$92.34	\$94.47	\$96.64	\$98.86	\$101.14
54151S; 54151RC	Software Engineer V	\$212.82	\$217.72	\$222.72	\$227.85	\$233.09
54151S; 54151RC	Software Engineer IV	\$186.72	\$191.01	\$195.40	\$199.90	\$204.50
54151S; 54151RC	Software Engineer III	\$158.44	\$162.08	\$165.81	\$169.62	\$173.52
54151S; 54151RC	Software Engineer II	\$134.33	\$137.42	\$140.58	\$143.81	\$147.12
54151S; 54151RC	Software Engineer I	\$111.97	\$114.55	\$117.18	\$119.88	\$122.64
54151S; 54151RC	Sr PC Support Specialist	\$104.78	\$107.19	\$109.66	\$112.18	\$114.76
54151S; 54151RC	PC Support Specialist	\$90.92	\$93.01	\$95.15	\$97.34	\$99.58
54151S; 54151RC	Lead Computer Operator	\$81.01	\$82.87	\$84.77	\$86.72	\$88.72
54151S; 54151RC	Computer Operator I	\$63.21	\$64.67	\$66.15	\$67.68	\$69.23
54151S; 54151RC	Computer Operator II	\$73.80	\$75.50	\$77.24	\$79.01	\$80.83
541219	Accounting Clerk I	\$53.94	\$55.18	\$56.45	\$57.74	\$59.07
541219	Accounting Clerk II	\$59.08	\$60.44	\$61.83	\$63.25	\$64.71
541219	Accounting Clerk III	\$66.20	\$67.72	\$69.28	\$70.87	\$72.50
541611	Administrative Assistant I	\$61.75	\$63.17	\$64.62	\$66.11	\$67.63
541611	Administrative Assistant II	\$71.90	\$73.55	\$75.24	\$76.97	\$78.74
541611	Administrative Assistant III	\$84.70	\$86.65	\$88.64	\$90.68	\$92.77
541611	Analyst/Programmer I	\$113.73	\$116.35	\$119.03	\$121.76	\$124.56
541611	Analyst/Programmer II	\$126.36	\$129.27	\$132.24	\$135.28	\$138.39

# Schedule of Prices for All SINs

## McKing Site Hourly Rates

SIN	Labor Category	Year 6	Year 7	Year 8	Year 9	Year 10
		12/31/24–12/30/25	12/31/25–12/30/26	12/31/26–12/30/27	12/31/27–12/30/28	12/31/28–12/30/29
541611	Analyst/Programmer III	\$146.68	\$150.06	\$153.51	\$157.04	\$160.65
541611	Analyst/Programmer IV	\$172.63	\$176.60	\$180.67	\$184.82	\$189.07
541611	Analyst/Programmer V	\$185.10	\$189.36	\$193.72	\$198.17	\$202.73
541219	Budget Analyst I	\$64.82	\$66.31	\$67.83	\$69.39	\$70.99
541219	Budget Analyst II	\$75.67	\$77.41	\$79.19	\$81.02	\$82.88
541219	Budget Analyst III	\$87.47	\$89.48	\$91.54	\$93.65	\$95.80
541219	Budget Analyst IV	\$108.57	\$111.07	\$113.62	\$116.23	\$118.91
541219	Budget Analyst V	\$124.56	\$127.42	\$130.35	\$133.35	\$136.42
541219	Budget Analyst VI	\$145.40	\$148.74	\$152.16	\$155.66	\$159.24
541219	Economist I	\$102.82	\$105.19	\$107.60	\$110.08	\$112.61
541219	Economist II	\$129.68	\$132.66	\$135.71	\$138.83	\$142.02
541219	Economist III	\$147.63	\$151.02	\$154.49	\$158.05	\$161.68
541219	Financial Analyst I	\$87.45	\$89.46	\$91.52	\$93.62	\$95.78
541219	Financial Analyst II	\$99.69	\$101.99	\$104.33	\$106.73	\$109.19
541219	Financial Analyst III	\$109.96	\$112.49	\$115.07	\$117.72	\$120.43
541219	Grants Quality Control Specialist 1	\$99.63	\$101.92	\$104.26	\$106.66	\$109.11
541219	Grants Quality Control Specialist II	\$111.07	\$113.62	\$116.23	\$118.91	\$121.64
541219	Grants Subject Matter Specialist I	\$107.29	\$109.76	\$112.28	\$114.87	\$117.51
541219	Grants Subject Matter Specialist II	\$158.45	\$162.09	\$165.82	\$169.64	\$173.54
541219	Grants Subject Matter Specialist III	\$189.74	\$194.11	\$198.57	\$203.14	\$207.81
541611	Instructional Designer	\$107.29	\$109.76	\$112.28	\$114.87	\$117.51
541611	Office Clerk	\$45.80	\$46.86	\$47.93	\$49.04	\$50.16
541611	Peer Review Grant Specialist	\$231.39	\$236.71	\$242.15	\$247.72	\$253.42
541611	Preparedness Consultant I	\$118.64	\$121.37	\$124.16	\$127.02	\$129.94
541611	Preparedness Consultant II	\$146.95	\$150.33	\$153.79	\$157.33	\$160.95
541611	Preparedness Consultant III	\$171.38	\$175.32	\$179.35	\$183.48	\$187.70
541611	Program Consultant I	\$106.93	\$109.39	\$111.91	\$114.48	\$117.11
541611	Program Consultant II	\$115.66	\$118.32	\$121.04	\$123.83	\$126.67
541611	Program Consultant III	\$136.90	\$140.05	\$143.27	\$146.57	\$149.94
541611	Program Coordinator I	\$106.16	\$108.61	\$111.10	\$113.66	\$116.27
541611	Program Coordinator II	\$119.71	\$122.46	\$125.28	\$128.16	\$131.11
541611	Program Coordinator III	\$143.23	\$146.53	\$149.90	\$153.35	\$156.87
541611	Program Coordinator IV	\$165.08	\$168.88	\$172.76	\$176.73	\$180.80
541611	Public Health Management Cons I	\$162.94	\$166.69	\$170.52	\$174.45	\$178.46
541611	Public Health Management Cons II	\$200.78	\$205.40	\$210.12	\$214.95	\$219.90
541611	Public Health Program Cons I	\$106.82	\$109.28	\$111.79	\$114.36	\$116.99
541611	Scientist - Level 1	\$57.84	\$59.17	\$60.53	\$61.92	\$63.34

# Schedule of Prices for All SINs

## McKing Site Hourly Rates

SIN	Labor Category	Year 6	Year 7	Year 8	Year 9	Year 10
		12/31/24–12/30/25	12/31/25–12/30/26	12/31/26–12/30/27	12/31/27–12/30/28	12/31/28–12/30/29
541611	Scientist - Level 2	\$65.47	\$66.97	\$68.51	\$70.09	\$71.70
541611	Scientist - Level 3	\$73.13	\$74.81	\$76.53	\$78.29	\$80.09
541611	Scientist - Level 4	\$84.03	\$85.96	\$87.94	\$89.96	\$92.03
541611	Scientist - Level 5	\$92.99	\$95.13	\$97.32	\$99.56	\$101.85
541611	Scientist - Level 6	\$105.73	\$108.17	\$110.65	\$113.20	\$115.80
541611	Scientist - Level 7	\$120.32	\$123.09	\$125.92	\$128.82	\$131.78
541611	Scientist - Level 8	\$140.40	\$143.63	\$146.93	\$150.31	\$153.77
541611	Scientist - Level 9	\$185.10	\$189.36	\$193.72	\$198.17	\$202.73
541219	Senior Grant Specialist	\$153.09	\$156.61	\$160.22	\$163.90	\$167.67
541611	Senior Instructional Designer	\$123.39	\$126.23	\$129.13	\$132.10	\$135.14
541611	Senior SME/Public Health	\$267.67	\$273.82	\$280.12	\$286.56	\$293.15
541611	SME/Public Health	\$200.78	\$205.40	\$210.12	\$214.95	\$219.90
541611	Statistician - Level 3	\$112.48	\$115.07	\$117.71	\$120.42	\$123.19
541611	Statistician - Level 4	\$155.20	\$158.77	\$162.42	\$166.16	\$169.98
541611	Statistician - Level 6	\$192.77	\$197.20	\$201.74	\$206.38	\$211.12
541611	Subject Matter Specialist I	\$104.95	\$107.36	\$109.83	\$112.36	\$114.94
541611	Subject Matter Specialist II	\$153.92	\$157.46	\$161.08	\$164.79	\$168.58
541611	Subject Matter Specialist III	\$176.01	\$180.05	\$184.20	\$188.43	\$192.77
541611	Subject Matter Specialist IV	\$223.69	\$228.84	\$234.10	\$239.48	\$244.99
541611	Subject Matter Specialist V	\$262.22	\$268.25	\$274.42	\$280.74	\$287.19
54151S; 54151RC; 541511	Sr. Website Developer	\$156.74	\$160.34	\$164.03	\$167.80	\$171.66
54151S; 54151RC; 541511	Website Developer	\$123.78	\$126.63	\$129.54	\$132.52	\$135.57
541611, 541613, 541810, 541910	Communication Specialist I	\$69.38	\$70.97	\$72.60	\$74.27	\$75.98
541611, 541613, 541810, 541910	Communication Specialist II	\$86.19	\$88.18	\$90.20	\$92.28	\$94.40
541611, 541613, 541810, 541910	Communication Specialist III	\$125.88	\$128.77	\$131.74	\$134.77	\$137.86
541611, 541910	Data Entry Clerk I	\$59.86	\$61.24	\$62.65	\$64.09	\$65.56
541611, 541910	Data Entry Team Leader	\$69.45	\$71.05	\$72.69	\$74.36	\$76.07
541611, 541910	Evaluation Researcher I	\$102.82	\$105.19	\$107.60	\$110.08	\$112.61
541611, 541910	Evaluation Researcher II	\$122.60	\$125.42	\$128.30	\$131.25	\$134.27
541611, 541910	Evaluation Researcher III	\$134.47	\$137.56	\$140.73	\$143.97	\$147.28
541611, 541910	Evaluation Researcher IV	\$171.01	\$174.94	\$178.97	\$183.08	\$187.29
541611, 541910	Evaluation Researcher V	\$194.56	\$199.03	\$203.61	\$208.29	\$213.08



# Schedule of Prices for All SINs

## McKing Site Hourly Rates

<b>SIN</b>	<b>Labor Category</b>	<b>Year 6</b> 12/31/24–12/30/25	<b>Year 7</b> 12/31/25–12/30/26	<b>Year 8</b> 12/31/26–12/30/27	<b>Year 9</b> 12/31/27–12/30/28	<b>Year 10</b> 12/31/28–12/30/29
541611, 541430, 541511, 541613, 541810	Graphics Designer	\$111.99	\$114.57	\$117.20	\$119.90	\$122.66
541611, 541613, 541810	Managing Editor	\$176.22	\$180.27	\$184.42	\$188.66	\$193.00
541611, 541613	Program Analyst I	\$103.34	\$105.71	\$108.14	\$110.63	\$113.18
541611, 541613	Program Analyst II	\$122.84	\$125.67	\$128.56	\$131.51	\$134.54
541611, 541613	Program Analyst III	\$147.09	\$150.47	\$153.93	\$157.47	\$161.09
541611, 541430, 541511, 541613, 541810, 541910	Project Manager I	\$152.19	\$155.69	\$159.27	\$162.93	\$166.68
541611, 541430, 541511, 541613, 541810, 541910	Project Manager II	\$170.52	\$174.44	\$178.45	\$182.55	\$186.75
541611, 541910	Research Assistant I	\$59.92	\$61.30	\$62.71	\$64.15	\$65.63
541611, 541910	Research Assistant II	\$68.58	\$70.16	\$71.77	\$73.42	\$75.11
541611, 541613, 541810	Senior Editor	\$135.09	\$138.20	\$141.37	\$144.63	\$147.95
541611, 541430, 541511, 541613, 541810, 541910	Senior Project Manager	\$201.96	\$206.61	\$211.36	\$216.22	\$221.19
541611, 541613, 541810	Senior Technical Writer/Editor	\$156.42	\$160.02	\$163.70	\$167.46	\$171.32
541611, 541613, 541810	Technical Writer/ Editor	\$107.85	\$110.33	\$112.87	\$115.47	\$118.12

# Schedule of Prices for All SINs

## Government Site Hourly Rates

SIN	Labor Category	Year 6	Year 7	Year 8	Year 9	Year 10
		12/31/24–12/30/25	12/31/25–12/30/26	12/31/26–12/30/27	12/31/27–12/30/28	12/31/28–12/30/29
54151S; 54151RC	Analyst/ Programmer V	\$145.49	\$148.83	\$152.25	\$155.76	\$159.34
54151S; 54151RC	Analyst/ Programmer IV	\$135.67	\$138.79	\$141.98	\$145.25	\$148.59
54151S; 54151RC	Analyst/ Programmer III	\$115.29	\$117.94	\$120.65	\$123.43	\$126.27
54151S; 54151RC	Analyst/ Programmer II	\$99.31	\$101.60	\$103.93	\$106.32	\$108.77
54151S; 54151RC	Analyst/ Programmer I	\$89.38	\$91.43	\$93.53	\$95.69	\$97.89
54151S; 54151RC	Data Entry Team Leader	\$54.60	\$55.85	\$57.14	\$58.45	\$59.80
54151S; 54151RC	Data Entry Clerk I	\$47.03	\$48.12	\$49.22	\$50.36	\$51.51
54151S; 54151RC	IT Program Manager	\$158.05	\$161.68	\$165.40	\$169.20	\$173.10
54151S; 54151RC	Database Analyst V	\$152.54	\$156.05	\$159.64	\$163.31	\$167.07
54151S; 54151RC	Database Analyst IV	\$138.80	\$141.99	\$145.25	\$148.60	\$152.01
54151S; 54151RC	Database Analyst III	\$121.41	\$124.20	\$127.06	\$129.98	\$132.97
54151S; 54151RC	Database Analyst II	\$95.24	\$97.43	\$99.67	\$101.96	\$104.30
54151S; 54151RC	Database Analyst I	\$78.52	\$80.32	\$82.17	\$84.06	\$86.00
54151S; 54151RC	Applications Programmer V	\$142.48	\$145.76	\$149.11	\$152.54	\$156.05
54151S; 54151RC	Applications Programmer IV	\$123.37	\$126.21	\$129.11	\$132.08	\$135.12
54151S; 54151RC	Applications Programmer III	\$108.10	\$110.58	\$113.13	\$115.73	\$118.39
54151S; 54151RC	Applications Programmer II	\$89.15	\$91.20	\$93.30	\$95.45	\$97.64
54151S; 54151RC	Applications Programmer I	\$72.58	\$74.25	\$75.96	\$77.70	\$79.49
54151S; 54151RC	Software Engineer V	\$167.26	\$171.10	\$175.04	\$179.06	\$183.18
54151S; 54151RC	Software Engineer IV	\$146.75	\$150.13	\$153.58	\$157.11	\$160.73
54151S; 54151RC	Software Engineer III	\$124.52	\$127.39	\$130.32	\$133.31	\$136.38
54151S; 54151RC	Software Engineer II	\$105.58	\$108.00	\$110.49	\$113.03	\$115.63
54151S; 54151RC	Software Engineer I	\$88.01	\$90.03	\$92.10	\$94.22	\$96.39
54151S; 54151RC	Sr PC Support Specialist	\$82.34	\$84.23	\$86.17	\$88.15	\$90.18
54151S; 54151RC	PC Support Specialist	\$71.46	\$73.10	\$74.78	\$76.50	\$78.26
54151S; 54151RC	Lead Computer Operator	\$63.65	\$65.11	\$66.61	\$68.14	\$69.71
54151S; 54151RC	Computer Operator I	\$49.68	\$50.82	\$51.99	\$53.19	\$54.41
54151S; 54151RC	Computer Operator II	\$58.01	\$59.35	\$60.71	\$62.11	\$63.54
541219	Accounting Clerk I	\$42.40	\$43.37	\$44.37	\$45.39	\$46.43
541219	Accounting Clerk II	\$46.44	\$47.51	\$48.60	\$49.72	\$50.86
541219	Accounting Clerk III	\$52.46	\$53.66	\$54.90	\$56.16	\$57.45
541611	Administrative Assistant I	\$48.54	\$49.65	\$50.79	\$51.96	\$53.16
541611	Administrative Assistant II	\$56.51	\$57.81	\$59.14	\$60.50	\$61.90
541611	Administrative Assistant III	\$66.59	\$68.12	\$69.68	\$71.29	\$72.93
541611	Analyst/Programmer I	\$89.38	\$91.43	\$93.53	\$95.69	\$97.89
541611	Analyst/Programmer II	\$99.31	\$101.60	\$103.93	\$106.32	\$108.77

# Schedule of Prices for All SINs

## Government Site Hourly Rates

SIN	Labor Category	Year 6	Year 7	Year 8	Year 9	Year 10
		12/31/24–12/30/25	12/31/25–12/30/26	12/31/26–12/30/27	12/31/27–12/30/28	12/31/28–12/30/29
541611	Analyst/Programmer III	\$115.29	\$117.94	\$120.65	\$123.43	\$126.27
541611	Analyst/Programmer IV	\$135.67	\$138.79	\$141.98	\$145.25	\$148.59
541611	Analyst/Programmer V	\$145.49	\$148.83	\$152.25	\$155.76	\$159.34
541219	Budget Analyst I	\$49.93	\$51.07	\$52.25	\$53.45	\$54.68
541219	Budget Analyst II	\$58.30	\$59.64	\$61.01	\$62.41	\$63.85
541219	Budget Analyst III	\$67.38	\$68.93	\$70.52	\$72.14	\$73.80
541219	Budget Analyst IV	\$83.63	\$85.55	\$87.52	\$89.53	\$91.59
541219	Budget Analyst V	\$95.95	\$98.16	\$100.42	\$102.73	\$105.09
541219	Budget Analyst VI	\$111.78	\$114.35	\$116.98	\$119.68	\$122.43
541219	Economist I	\$79.19	\$81.01	\$82.88	\$84.78	\$86.73
541219	Economist II	\$99.88	\$102.18	\$104.53	\$106.94	\$109.40
541219	Economist III	\$113.70	\$116.31	\$118.99	\$121.73	\$124.53
541219	Financial Analyst I	\$67.36	\$68.91	\$70.49	\$72.11	\$73.77
541219	Financial Analyst II	\$76.78	\$78.55	\$80.35	\$82.20	\$84.09
541219	Financial Analyst III	\$84.71	\$86.66	\$88.66	\$90.70	\$92.78
541219	Grants Quality Control Specialist 1	\$78.29	\$80.10	\$81.94	\$83.82	\$85.75
541219	Grants Quality Control Specialist II	\$87.30	\$89.31	\$91.36	\$93.47	\$95.62
541219	Grants Subject Matter Specialist I	\$84.32	\$86.26	\$88.25	\$90.28	\$92.35
541219	Grants Subject Matter Specialist II	\$124.53	\$127.40	\$130.33	\$133.33	\$136.39
541219	Grants Subject Matter Specialist III	\$149.13	\$152.56	\$156.07	\$159.66	\$163.33
541611	Instructional Designer	\$82.64	\$84.54	\$86.49	\$88.48	\$90.51
541611	Office Clerk	\$36.00	\$36.83	\$37.67	\$38.54	\$39.43
541611	Peer Review Grant Specialist	\$181.85	\$186.04	\$190.32	\$194.69	\$199.17
541611	Preparedness Consultant I	\$91.38	\$93.48	\$95.63	\$97.83	\$100.08
541611	Preparedness Consultant II	\$113.21	\$115.81	\$118.47	\$121.20	\$123.99
541611	Preparedness Consultant III	\$129.02	\$131.98	\$135.02	\$138.12	\$141.30
541611	Program Consultant I	\$82.36	\$84.26	\$86.19	\$88.18	\$90.20
541611	Program Consultant II	\$89.08	\$91.13	\$93.23	\$95.37	\$97.57
541611	Program Consultant III	\$105.44	\$107.87	\$110.35	\$112.89	\$115.48
541611	Program Coordinator I	\$82.68	\$84.58	\$86.52	\$88.51	\$90.55
541611	Program Coordinator II	\$93.23	\$95.37	\$97.57	\$99.81	\$102.11
541611	Program Coordinator III	\$111.50	\$114.07	\$116.69	\$119.38	\$122.12
541611	Program Coordinator IV	\$128.52	\$131.48	\$134.50	\$137.60	\$140.76
541611	Public Health Management Cons I	\$128.05	\$131.00	\$134.01	\$137.09	\$140.25
541611	Public Health Management Cons II	\$157.79	\$161.42	\$165.13	\$168.93	\$172.81
541611	Public Health Program Cons I	\$83.94	\$85.87	\$87.85	\$89.87	\$91.93
541611	Scientist - Level 1	\$45.46	\$46.50	\$47.57	\$48.66	\$49.78

# Schedule of Prices for All SINs

## Government Site Hourly Rates

SIN	Labor Category	Year 6	Year 7	Year 8	Year 9	Year 10
		12/31/24–12/30/25	12/31/25–12/30/26	12/31/26–12/30/27	12/31/27–12/30/28	12/31/28–12/30/29
541611	Scientist - Level 2	\$51.45	\$52.63	\$53.84	\$55.08	\$56.35
541611	Scientist - Level 3	\$57.47	\$58.79	\$60.14	\$61.52	\$62.94
541611	Scientist - Level 4	\$66.05	\$67.57	\$69.12	\$70.71	\$72.34
541611	Scientist - Level 5	\$73.10	\$74.78	\$76.50	\$78.26	\$80.06
541611	Scientist - Level 6	\$83.09	\$85.00	\$86.96	\$88.96	\$91.00
541611	Scientist - Level 7	\$94.57	\$96.75	\$98.97	\$101.25	\$103.58
541611	Scientist - Level 8	\$110.33	\$112.86	\$115.46	\$118.12	\$120.83
541611	Scientist - Level 9	\$145.49	\$148.83	\$152.25	\$155.76	\$159.34
541219	Senior Grant Specialist	\$120.32	\$123.09	\$125.92	\$128.82	\$131.78
541611	Senior Instructional Designer	\$95.03	\$97.22	\$99.46	\$101.74	\$104.08
541611	Senior SME/Public Health	\$210.37	\$215.21	\$220.16	\$225.22	\$230.40
541611	SME/Public Health	\$157.79	\$161.42	\$165.13	\$168.93	\$172.81
541611	Statistician - Level 3	\$88.40	\$90.43	\$92.51	\$94.64	\$96.82
541611	Statistician - Level 4	\$121.97	\$124.77	\$127.64	\$130.58	\$133.58
541611	Statistician - Level 6	\$151.51	\$155.00	\$158.56	\$162.21	\$165.94
541611	Subject Matter Specialist I	\$104.95	\$107.36	\$109.83	\$112.36	\$114.94
541611	Subject Matter Specialist II	\$153.92	\$157.46	\$161.08	\$164.79	\$168.58
541611	Subject Matter Specialist III	\$135.56	\$138.68	\$141.87	\$145.13	\$148.47
541611	Subject Matter Specialist IV	\$223.69	\$228.84	\$234.10	\$239.48	\$244.99
541611	Subject Matter Specialist V	\$262.22	\$268.25	\$274.42	\$280.74	\$287.19
54151S; 54151RC; 541511	Sr. Website Developer	\$124.52	\$127.39	\$130.32	\$133.31	\$136.38
54151S; 54151RC; 541511	Website Developer	\$98.33	\$100.59	\$102.90	\$105.27	\$107.69
541611, 541613, 541810, 541910	Communication Specialist I	\$54.53	\$55.78	\$57.07	\$58.38	\$59.72
541611, 541613, 541810, 541910	Communication Specialist II	\$67.74	\$69.30	\$70.89	\$72.52	\$74.19
541611, 541613, 541810, 541910	Communication Specialist III	\$98.93	\$101.21	\$103.54	\$105.92	\$108.35
541611, 541910	Data Entry Clerk I	\$47.03	\$48.12	\$49.22	\$50.36	\$51.51
541611, 541910	Data Entry Team Leader	\$54.60	\$55.85	\$57.14	\$58.45	\$59.80
541611, 541910	Evaluation Researcher I	\$79.21	\$81.04	\$82.90	\$84.81	\$86.76
541611, 541910	Evaluation Researcher II	\$94.43	\$96.60	\$98.82	\$101.09	\$103.42
541611, 541910	Evaluation Researcher III	\$103.56	\$105.94	\$108.38	\$110.87	\$113.42
541611, 541910	Evaluation Researcher IV	\$171.01	\$174.94	\$178.97	\$183.08	\$187.29
541611, 541910	Evaluation Researcher V	\$194.56	\$199.03	\$203.61	\$208.29	\$213.08
541611, 541430, 541511, 541613, 541810	Graphics Designer	\$88.97	\$91.02	\$93.11	\$95.25	\$97.44

# Schedule of Prices for All SINs Government Site Hourly Rates

SIN	Labor Category	Year 6	Year 7	Year 8	Year 9	Year 10
		12/31/24–12/30/25	12/31/25–12/30/26	12/31/26–12/30/27	12/31/27–12/30/28	12/31/28–12/30/29
541611, 541613, 541810	Managing Editor	\$138.49	\$141.68	\$144.94	\$148.27	\$151.68
541611, 541613	Program Analyst I	\$81.21	\$83.08	\$84.99	\$86.94	\$88.94
541611, 541613	Program Analyst II	\$96.55	\$98.77	\$101.04	\$103.36	\$105.74
541611, 541613	Program Analyst III	\$115.59	\$118.25	\$120.97	\$123.75	\$126.60
541611, 541430, 541511, 541613, 541810, 541910	Project Manager I	\$119.62	\$122.37	\$125.18	\$128.06	\$131.01
541611, 541430, 541511, 541613, 541810, 541910	Project Manager II	\$134.04	\$137.12	\$140.27	\$143.50	\$146.80
541611, 541910	Research Assistant I	\$46.16	\$47.22	\$48.31	\$49.42	\$50.56
541611, 541910	Research Assistant II	\$52.83	\$54.04	\$55.29	\$56.56	\$57.86
541611, 541613, 541810	Senior Editor	\$106.17	\$108.61	\$111.11	\$113.67	\$116.28
541611, 541430, 541511, 541613, 541810, 541910	Senior Project Manager	\$160.43	\$164.12	\$167.90	\$171.76	\$175.71
541611, 541613, 541810	Senior Technical Writer/Editor	\$122.93	\$125.76	\$128.65	\$131.61	\$134.64
541611, 541613, 541810	Technical Writer/ Editor	\$84.76	\$86.71	\$88.70	\$90.74	\$92.83

**Service Contract Labor Standards:** *The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule (MAS) and all services provided. While no specific labor categories have been identified as being subject to SCLS/SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCLS eligible labor categories. If and / or when the contractor adds SCLS labor categories to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.*



McKinsey Consulting Corporation