



## M Powered Strategies Professional Service Schedule (PSS) Corporate & Customer Information, Terms & Conditions, Labor Categories, & Labor Rates

### CORPORATE INFORMATION

<b>Company Name:</b>	M Powered Strategies, Inc.
<b>Business Type:</b>	SBA-Certified HUBZone Small Business, <\$15 Million
<b>Contract Number:</b>	GS-00F-170CA
<b>Industrial Group:</b>	00CORP
<b>Contract Period:</b>	19 June 2015 – 18 June 2020
<b>DUNS:</b>	126911564
<b>EIN:</b>	41-2077048
<b>Corporate Headquarters:</b>	1616 H Street, NW, Suite 1010 Washington, DC 20006-4903
<b>Telephone:</b>	202.628.3115
<b>FAX Number:</b>	202.628.3117
<b>Web Site:</b>	<a href="http://www.mpoweredstrategies.com/">http://www.mpoweredstrategies.com/</a>
<b>President, CEO:</b>	J. Kendall Lott, 202.628.3115 <a href="mailto:kendall.lott@mpoweredstrategies.com">kendall.lott@mpoweredstrategies.com</a>
<b>Contract Administration:</b>	Allison Primack, 209.610.0658 <a href="mailto:allison.primack@mpoweredstrategies.com">allison.primack@mpoweredstrategies.com</a>
<b>Sales and Inquiries:</b>	Jimmy Church, 202.422.2493 <a href="mailto:jimmy.church@mpoweredstrategies.com">jimmy.church@mpoweredstrategies.com</a>
<b>Primary NAICS Code:</b>	541611 - Administrative Management and General Management Consulting
<b>Additional NAICS Codes:</b>	541613 - Marketing Consulting 541990 - All Other Professional, Scientific, and Technical Consulting 611430 - Professional and Management Development Training
<b>Corporate Capabilities:</b>	Facilitation, Meeting Management, Stakeholder Management & Engagement, Conflict Management Consulting, Program Management, Project Management, Project Management Consulting, Budget Analysis & Formulation, Root Cause Analysis & Management Studies, Program Evaluation, Business Planning, Business Analysis, Requirements Analysis, Organizational Change Management, Organizational Analysis & Assessment, Strategic Planning, Business Process Design & Re-Engineering, Governance Design & Execution, Strategic Workforce & Human Capital Planning, Performance Management, Strategic Communications, Professional Development Programs, Training Portfolio Development, Curriculum & Instructional Systems Design, Executive & Leadership Coaching, Team Development Training

## CUSTOMER INFORMATION PER CLAUSE I-FSS-600

- 1A. Awarded SINS:**
- 874-1 - Integrated Consulting Services
  - 874-4 - Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration
  - 874-7 - Integrated Business Program Support Services
  - 541-1000 - Other Direct Costs (ODCs)
  - 541-3 - Web Based Marketing Services
  - 541-4A - Market Research and Analysis
  - 541-4D - Conference, Events and Tradeshow Planning Services
  - 541-5 - Integrated Marketing Services
  - 874 1RC - Integrated Consulting Services
  - 874 4RC - Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration
  - 874 7RC - Integrated Business Program Support Services
  - 541 1000RC - Other Direct Costs (ODCs)
  - 541 3RC - Web Based Marketing Services
  - 541 4ARC - Market Research and Analysis
  - 541 4DRC - Conference, Events and Tradeshow Planning Services
  - 541 5RC - Integrated Marketing Services
- 1B. Model Numbers:** N/A.
- 1C: Hourly Rates:** Please see sections titled: "Labor Categories" and "Labor Rates".
- 2. Maximum Order:** \$1,000,000.00.
- 3. Minimum Order:** \$100.00.
- 4. Geographic Coverage:** 50 United States and US Territories.
- 5. Points of Production:** Washington, DC, USA.
- 6. Rate Discount Policy:** M Powered Strategies offers discounted rates on a case-by-case basis per proposal or quote submission.
- 7. Quantity Discount Policy:** M Powered Strategies does not offer a quantity discount.
- 8. Prompt Payment Policy:** M Powered Strategies offers the standard net 30 payment terms, and offers prompt payment discounts on orders or invoices on a case-by-case basis.
- 9. Gov't Purchase Cards:** M Powered Strategies accepts government purchase cards in full, both above and below the micro-purchase threshold.
- 10. Foreign Items:** N/A.
- 11. Time of Delivery:** As a professional services firm, time of delivery, expedited delivery, overnight and 2-day delivery, and urgent requirements are addressed at the Task Order level, on a case-by-case basis.
- 12. F.O.B. Points:** F.O.B. Destination.
- 13A. Ordering Address:** 1616 H St NW Suite 1010, Washington, DC, 20006.
- 13B. Ordering Procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample EPA can be found at the GSA/FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).

- 14. Payment Address:** 1616 H St NW Suite 1010, Washington, DC, 20006 ATTN: Kendall Lott.
- 15. Warranty Provision:** N/A.
- 16. Export Packing Charges:** N/A.
- 17. Gov't Purchase Cards:** M Powered Strategies accepts government purchase cards in full, both above and below the micro-purchase threshold.
- 18. Rental Terms:** N/A.
- 19. Installation Terms:** N/A.
- 20. Repair Terms:** N/A.
- 21. Distribution Locations:** N/A.
- 22. Participating Dealers:** N/A.
- 23. Preventative Maintenance:** N/A.
- 24A. Environment Attributes:** N/A.
- 24B. 508 Compliance:** M Powered Strategies adheres to all Section 508 EIT standards. For more information, please visit [www.Section508.gov/](http://www.Section508.gov/).
- 25. DUNS:** 126911564
- 26. CCR & SAM Registration:** M Powered Strategies, Inc. is currently registered and in good standing.

## TERMS & CONDITIONS

**EPA Policy:** M Powered Strategies uses Market Based Pricing, Clause I-FSS-969 (b)(2), using the market indicator maintained by the Bureau of Labor Statistics, Employment Cost Index, Not Seasonally Adjusted, Total Compensation, Private Industry, 12-month percent change, for Industry Occupation: Management, Professional, and Related, Series ID:CIU2010000100000A (B,I) to adjust labor rates on an annual basis.

**Service Contract Act:** The Service Contract Act (SCA) is applicable to this contract as it applies to the entire Professional Services Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the contractor adds SCA labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable wage determination number.

## LABOR CATEGORIES

Labor Category	Description
<b>Subject Matter Expert III – Gordon Wade</b>  SINs: 874-1, 874-4, 874-7, 540-3, 541-4A, 541-4D, 541-5	A Subject Matter Expert is an individual who's qualifications or particular expertise are exceptional or highly unique. Subject Matter Experts are typically identified as recognized industry leaders for a given area of expertise. Subject Matter Experts typically perform the following kinds of functions: initiates, supervises, or develops requirements from the projects inception to conclusion for complex to extremely complex programs; provides strategic advice, technical guidance, and expertise to program and project staff; provides detailed analysis, evaluation, and recommendations for improvements, optimization development, or maintenance efforts for client specific or mission-critical challenges or issues; consults with client to define need or problem, supervises studies, and leads surveys to collect and analyze data to provide advice and recommended solutions. Subject Matter Expert level III is a distinguished expert within the field. <b>Gordon Wade is a distinguished expert in Category Management.</b>
<b>Subject Matter Expert II</b>  SINs: 874-1, 874-4, 874-7, 540-3, 541-4A, 541-4D, 541-5	A Subject Matter Expert is an individual who's qualifications or particular expertise are exceptional or highly unique. Subject Matter Experts are typically identified as recognized industry leaders for a given area of expertise. Subject Matter Experts typically perform the following kinds of functions: initiates, supervises, or develops requirements from the projects inception to conclusion for complex to extremely complex programs; provides strategic advice, technical guidance, and expertise to program and project staff; provides detailed analysis, evaluation, and recommendations for improvements, optimization development, or maintenance efforts for client specific or mission-critical challenges or issues; consults with client to define need or problem, supervises studies, and leads surveys to collect and analyze data to provide advice and recommended solutions. Subject Matter Expert level II is an established expert within the field.
<b>Subject Matter Expert I</b>  SINs: 874-1, 874-4, 874-7, 540-3, 541-4A, 541-4D, 541-5	A Subject Matter Expert is an individual who's qualifications or particular expertise are exceptional or highly unique. Subject Matter Experts are typically identified as recognized industry leaders for a given area of expertise. Subject Matter Experts typically perform the following kinds of functions: initiates, supervises, or develops requirements from the projects inception to conclusion for complex to extremely complex programs; provides strategic advice, technical guidance, and expertise to program and project staff; provides detailed analysis, evaluation, and recommendations for improvements, optimization development, or maintenance efforts for client specific or mission-critical challenges or issues; consults with client to define need or problem, supervises studies, and leads surveys to collect and analyze data to provide advice and recommended solutions. Subject Matter Expert level I is an emerging expert within the field.
<b>Executive Director</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: This category requires a Masters Degree or equivalent experience and a minimum of 10 years of experience in strategic planning and business process reengineering. This category requires a minimum of 10 years of Federal experience (direct or via contract) managing large-scale government programs. This category requires a thorough knowledge of the government budget and investment life-cycle.</p> <p>Duties/Functional Responsibilities: Personnel in this category consult at the highest level of agency management and serve as trusted advisors providing the highest level of analytical guidance and advice to senior executives in government. They assist overall strategy development at the agency level.</p>
<b>Director</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: This category requires a Masters Degree or equivalent experience and a minimum of 8 years of experience in strategic planning and business process reengineering. This category requires a minimum of 5 years of Federal experience (direct or via contract) managing large-scale government programs. This category requires a thorough knowledge of the government budget and investment life-cycle.</p> <p>Duties/Functional Responsibilities: Personnel in this category serve as trusted advisors to senior government managers, facilitate goal setting sessions and provide direction, guidance and analytical support to senior agency personnel. They assist in strategy sessions and coordinate activities with the Executive Director.</p>
<b>Senior Facilitator</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Masters Degree plus 6-8 years of relevant experience or Bachelor's degree plus 12 years of relevant experience. This category requires thorough knowledge of group facilitation, training, methodology development, conflict resolution, and evaluation. Knowledge of process reengineering across all phases, identifying best practices, business management techniques, organizational development, activity and data modeling, information system development methods and practices, organizational change management, strategic performance management, identification of core/critical processes and core values, strategic planning, vision development, communication plan development, and organizational decision making are also required. Excellent interpersonal, communication and client management skills.</p> <p>Duties/Functional Responsibilities: High-level strategic facilitation services to organizations, including but not limited to: working with senior staff in organizations to identify event objectives and participants, supervising the development, revision, delivery, and evaluation of sessions (including developing session designs and agendas), utilizing problem solving techniques, analyzing data and developing final reports.</p>
<b>Business Consultant II</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: This category requires a Masters Degree or equivalent experience and a minimum of 5 years of experience in business process reengineering or organizational process design, as well as team management experience. Excellent facilitation and facilitation design skills required.</p> <p>Duties/Functional Responsibilities: Personnel in this category consult with agency management across programs to identify, diagnose, and problem-solve organizational effectiveness problems and solutions. They coordinate activities with program and project managers and lead facilitation teams, design facilitations, develop schedules and cost proposals for facilitations, act as Facilitation Project Managers (executing the full methodology) and produce integrated presentations of multiple client inputs and best practices.</p>

Labor Category	Description
<b>Facilitation Quality Manager</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: This category requires a Bachelors Degree and a minimum of 5 years of experience or a Masters Degree and 4 years experience in management of group settings or equivalent certification. Excellent facilitation skills required. Experience with management or coordination of other facilitators, advocates or trainers required, as well as quality oversight of staff outputs, methodologies, or other group activities. General experience includes client relationship management, process modeling, organizational design and development and project management. Consultants must possess professional training or equivalent experience in three of the following types of disciplines: process analysis, facilitation, Interest-Based Problem Solving, performance measures, project management, logistics management, personnel transition planning, or quality assurance.</p> <p>Duties/Functional Responsibilities: Personnel in this category consult with program managers to identify, diagnose, and problem-solve organizational effectiveness problems and solutions through the use of group dynamics. They coordinate and manage multi-stakeholder outputs and inputs to enhance organizational behavior and guide groups to successful outcomes through the management of information, communication, behavior, and logistics. They enhance stakeholder communication and collaboration to ensure organizational buy-in of strategic meeting outputs and outcomes. Additionally, they perform quality oversight of outputs, requirements analysis and facilitation design for facilitations or trainings. They also manage and oversee facilitation teams.</p>
<b>Senior Project Management Consultant</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: The Senior Project Management Consultant has expertise in project management methodologies, process redesign and quality assurance. This individual will have a Bachelors Degree plus 8-10 years of related project-related experience or a Masters Degree plus 6 years of related project-related experience. This individual will also have their PMP and/or commensurate experience and will have extensive experience in coaching and mentoring other project managers.</p> <p>Duties/Functional Responsibilities: Provides executive analytical, advisory and implementation expertise in Project Management. This individual is brought in to plan major programs or oversee projects and has expertise in organizational assessments, project management and portfolio management methodologies, process redesign and organizational change management. They apply analytical expertise to assist in defining, analyzing, validating, and documenting complex process or organizational solutions.</p>
<b>Senior Technical Governance Analyst</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: The Senior Technical Governance Analyst in IT management methodologies, process redesign and quality assurance. This individual will have a Bachelors Degree plus 8-10 years of related project-related experience or a Master's degree plus 6 years of related project-related experience. This individual will also have their PMP and/or commensurate experience and will have extensive experience in the operations of governance boards, governance process design, and project oversight and evaluation.</p> <p>Duties/Functional Responsibilities: Provides executive analytical, advisory and implementation expertise in Governance. This individual is brought in to assist governance boards in the oversight of portfolios of major programs and can provide organizational assessments, project management and portfolio management methodologies, process redesign and organizational change management. They apply analytical expertise to assist in defining, analyzing, validating, and documenting complex process or organizational solutions.</p>
<b>Facilitator I</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Masters Degree and at least 3 years of relevant experience or Bachelor's degree and at least 6 years of relevant experience. Relevant experience includes, but is not limited to, experience in workshop and focus group facilitation, training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, and information system development methods and practices. General experience includes excellent interpersonal, communication and client management skills.</p> <p>Duties/Functional Responsibilities: Responsible for delivery of session. Provides facilitation services to organizations, including but not limited to working with staff to identify event objectives and participants, developing agendas, and providing meeting leadership and problem solving techniques. Also responsible for facilitating team building, idea generation, decision making, vision development, implementation planning, communication plan development, data analysis, process analysis, and process re-engineering.</p>
<b>Strategic Services Consultant</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: This category requires a Masters Degree or equivalent experience and a minimum of 5 years of experience in inter-agency support. Personnel in this category will have experience in organizational strategy, program development and interagency initiative development.</p> <p>Duties/Functional Responsibilities: Personnel in this category consult with agency management across programs and organizations to support interagency program development and to improve communication, collaboration and organizational effectiveness. They coordinate activities with program and project managers across organizations.</p>
<b>Business Consultant</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: This category requires a Masters Degree or equivalent experience and a minimum of 5 years of experience in business process reengineering. Excellent facilitation skills required.</p> <p>Duties/Functional Responsibilities: Personnel in this category consult with agency management across programs to identify, diagnose, and problem-solve organizational effectiveness problems and solutions. They coordinate activities with program and project managers.</p>
<b>Senior Consultant I</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: This category requires a Masters Degree or equivalent experience and a minimum of 3 years of experience in business process reengineering. Excellent facilitation skills required.</p> <p>Duties/Functional Responsibilities: Personnel in this category consult with agency managers within programs to identify, diagnose, and problem-solve organizational effectiveness problems and solutions. They coordinate activities with program and project managers.</p>

Labor Category	Description
<b>Project Management Consultant</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Project Management Consultants have a Masters Degree and up to or exceeding 8 years of progressive experience (or equivalent combination of education and experience). Relevant experience includes, but is not limited to, experience in facilitation, training, data collection, data analysis, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices.</p> <p>Duties/Functional Responsibilities: The Project Management Consultant supervises other consultant specialists— and applies an organization-wide set of disciplines for the planning, analysis, design, and construction of information systems on an enterprise-wide basis or across, a major sector of the enterprise. The Project Management Consultant supervises other consultant specialists in performing data collection from multiple sources to include the web, client databases, and other resources. He or she utilizes analytical tools and methodology to perform data analysis in support of the development of analytical products. He or she performs enterprise strategic systems planning, enterprise information planning and business area analysis— and performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools. He or she develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems and applies reverse engineering and re-engineering disciplines to develop migration and strategic planning documents.</p>
<b>Facilitator – Subject Matter Expert</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: This category requires a Bachelors Degree or equivalent experience and a minimum of 3 years of experience in management of group settings and client relationship management. Excellent facilitation, interpersonal, communication and client management skills are required. Consultants must possess professional training or equivalent experience in two of the following types of disciplines: process analysis, facilitation, Interest-Based Problem Solving, performance measures, project management, logistics management, personnel transition planning, or quality assurance.</p> <p>Duties/Functional Responsibilities: Personnel in this category consult with program managers to identify, diagnose, and problem-solve organizational effectiveness problems and solutions through the use of group dynamics. They coordinate and manage multi-stakeholder outputs and inputs to enhance organizational behavior through the management of information, communication, behavior, and logistics. They also provide strategic consulting services to align meeting outputs to desired outcomes.</p>
<b>Program Manager</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Minimum of Bachelors Degree and 8 years of project management of large-scale programs (Federal, State and Private Sector) including management of multiple contract types. Excellent oral and written communication skills required.</p> <p>Duties/Functional Responsibilities: Personnel in this category oversee program and performance management offices on behalf of agency personnel. They oversee personnel and maintain cost, schedule and performance data. They meet regularly with government managers and advise them on deliverables and issues on a variety of projects. Personnel in this category regularly consult with and advise senior government managers and serve as trusted advisors providing the analytical guidance required for completion of government programs and initiatives. They facilitate overall strategy development at the agency level.</p>
<b>Consultant I</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: This category requires a Bachelors Degree or equivalent experience and a minimum of 3 years of experience in business process reengineering. Excellent facilitation skills required.</p> <p>Duties/Functional Responsibilities: Personnel in this category consult with agency program managers to identify, diagnose, and problem-solve organizational effectiveness problems and solutions. They coordinate activities with their managers.</p>
<b>Project Manager II</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Minimum of Bachelors Degree and 5 years of Project Management of large-scale programs (Federal, State or Private Sector) including 2 years of supervisory experience. Excellent oral and written communication skills required.</p> <p>Duties/Functional Responsibilities: Personnel in this category oversee specific projects on behalf of agency personnel. They oversee project personnel and maintain project cost, schedule and performance data. They meet regularly with program and government managers and advise them on deliverables and issues on their project. Personnel in this category regularly consult with and advise government program and project managers and serve as trusted advisors providing the analytical guidance required for completion of government projects. They facilitate overall strategy development at the project and program levels.</p>
<b>Project Manager</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Minimum of Bachelors Degree and 5 years of Project Management of large-scale programs (Federal, State or Private Sector) including 2 years of supervisory experience. Excellent oral and written communication skills required.</p> <p>Duties/Functional Responsibilities: Personnel in this category oversee specific projects on behalf of agency personnel. They oversee project personnel and maintain project cost, schedule and performance data. They meet regularly with program and government managers and advise them on deliverables and issues on their project. Personnel in this category regularly consult with and advise government program and project managers and serve as trusted advisors providing the analytical guidance required for completion of government projects. They facilitate overall strategy development at the project and program levels.</p>

Labor Category	Description
<b>Consultant</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Minimum of Bachelors Degree and 2 years of experience in any of the following: business process reengineering, strategic communication, change management, or case study development.</p> <p>Duties/Functional Responsibilities: Personnel in this category consult with agency program managers to identify, diagnose, and problem-solve organizational effectiveness problems and solutions. They coordinate activities with their managers. Ability to provide group facilitation, interviewing, training, and additional forms of knowledge transfer. Strong oral and written skills. Assists in the development of process or functional improvements via change management.</p>
<b>Project Manager I</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Minimum of Bachelors Degree and 3 years of Project Management of large-scale programs (Federal, State or Private Sector). Excellent oral and written communication skills required.</p> <p>Duties/Functional Responsibilities: Personnel in this category oversee specific projects on behalf of agency personnel. They oversee project personnel and maintain project cost, schedule and performance data. They meet regularly with program and government managers and advise them on deliverables and issues on their project. Personnel in this category regularly consult with and advise government program and project managers and serve as trusted advisors providing the analytical guidance required for completion of government projects. They facilitate overall strategy development at the project and program levels.</p>
<b>Associate Facilitator</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Associate Facilitators have a Bachelors Degree and at least 3 years of experience. Relevant experience includes, but is not limited to, experience in workshop facilitation, training, methodology development and evaluation, process re-engineering in any phase, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices. General experience includes excellent interpersonal, communication and client management skills</p> <p>Duties/Functional Responsibilities: Plans and conducts facilitated meetings for small and large group briefings, technical and other conferences. Facilitates team building, problem solving, idea generation, decision making, vision development, implementation planning, communication plan development, data analysis, process analysis, and process re-engineering. Also provides logistical meeting/conference support, assists in administrative functions of meetings, and prepares drafts and final reports for dissemination.</p>
<b>Associate Consultant</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: This category requires a Bachelors Degree or equivalent experience and a minimum of 1 year of experience in business process reengineering. Facilitation skills required. Good oral and written communication skills are required. Strong working knowledge of office software such as Microsoft Office required. The ability to accurately take and transcribe notes during meetings and track action items is required.</p> <p>Duties/Functional Responsibilities: Personnel in this category consult with consultants and senior consultants in support of agency program managers. They coordinate activities with their managers.</p>
<b>Organizational Analyst</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Minimum of Bachelors Degree and 3 years of analytical and organizational skills working in a managerial or organizational effectiveness and program development. Excellent oral and written communication skills required. Experience in project management, communication planning and human resources consulting, or training is required.</p> <p>Duties/Functional Responsibilities: Consultants must possess professional training or equivalent experience in one of the following types of disciplines: process analysis, program management, human resource management, communication planning, or quality assurance. Personnel in this category develop communication plans and execute organizational change processes on behalf of client organizations. They coordinate organizational or program information for government personnel, including status of projects, analysis of reports and reporting schedules. They meet regularly with program and government managers and advise them on deliverables and issues of program they monitor. Personnel in this category regularly advise government managers on issues relating to the operation of their organizations, management of programs and resources.</p>
<b>Project Planner</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Minimum of Bachelors Degree and 3 years of Project Planning of large-scale programs (Federal, State or Private Sector). Excellent oral and written communication skills required. Experience with Primavera or equivalent system required.</p> <p>Duties/Functional Responsibilities: Personnel in this category oversee specific projects on behalf of agency personnel. They oversee project personnel and maintain project cost, schedule and performance data. They meet regularly with program and government managers and advise them on deliverables and issues on their project. Personnel in this category regularly consult with and advise government program and project managers and serve as trusted advisors providing the analytical guidance required for completion of government projects.</p>
<b>Junior Analyst</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Minimum of Bachelors Degree and 3 years of analytical and organizational skills working in a organizational, process or program effectiveness or improvement environment. Excellent oral and written communication skills required. Experience in customer relations, volunteer coordination, project management or training is required. Consultants must possess professional training or equivalent experience in one of the following types of disciplines: process analysis, facilitation, Interest-Based Problem Solving, performance measures, project management, personnel transition planning, or quality assurance.</p> <p>Duties/Functional Responsibilities: They coordinate organizational or project information for government personnel, including agenda items, meeting management, analysis of reports and maintain reporting schedules. They meet regularly with program and government managers and advise them on deliverables and issues on their projects. Personnel in this category regularly advise government managers on issues relating to the operation of their organizations, projects or programs, and serve as trusted advisors providing analytical guidance.</p>

Labor Category	Description
<b>Mid-Level Technical Consultant</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Minimum of Bachelors Degree and 3 years of technical, analytical and business skills working in a managerial or organizational business process improvement environment focusing on specialized process improvement tasks. Excellent oral and written communication skills required. Experience customer relations and office software required.</p> <p>Duties/Functional Responsibilities: Consultants must possess professional training or equivalent experience in one of the following types of disciplines: process analysis, facilitation, cost-benefit analysis, process design and specifications, performance measures, baseline management, feasibility analyses, transition planning, modeling, and simulation, business process reengineering, business process analysis, information architecture planning and design, quality assurance, business, or management. Personnel in this category oversee coordination of projects on behalf of agency personnel. They coordinate project information for government personnel, including agenda items, meeting management, analysis of reports and maintain reporting schedules. They meet regularly with program and government managers and advise them on deliverables and issues on their project. Personnel in this category regularly consult with and advise government program and project managers and serve as trusted advisors providing the analytical guidance required for completion of government projects.</p>
<b>Associate Organizational Analyst</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Minimum of Bachelors Degree and 2 years of analytical and organizational skills working in a managerial or organizational effectiveness or improvement environment. Excellent oral and written communication skills required. Experience in customer relations, volunteer coordination, training, recruiting or human resources consulting is required.</p> <p>Duties/Functional Responsibilities: Consultants must possess professional training or equivalent experience in one of the following types of disciplines: process analysis, facilitation, Interest-Based Problem Solving, performance measures, personnel transition planning, or quality assurance. Personnel in this category develop and execute organizational change and design projects on behalf of client organizations. They coordinate organizational or project information for government personnel, including agenda items, meeting management, analysis of reports and maintain reporting schedules. They meet regularly with program and government managers and advise them on deliverables and issues on their project. Personnel in this category regularly advise government managers on issues relating to the operation of their organizations, and serve as trusted advisors providing the analytical guidance required for the improvement of communications and behaviors within governmental groups.</p>
<b>Meeting Manager</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Bachelors Degree plus 4-6 years of relevant experience in event planning or coordination.</p> <p>Duties/Functional Responsibilities: Collaborates with the client and/or facilitator to identify and implement the administrative aspects of meetings. Manages the coordination of overall meeting(s). This may include agenda creation, action item capture and tracking, presentation development, compilation and distribution of meeting materials, briefings and wrap ups, etc. Some on-site logistics (room, phone, video, etc.) may be required.</p>
<b>Project Coordinator</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Minimum of Bachelors Degree and 2 years of Project or organizational coordination activity. Excellent oral and written communication skills required. Experience customer relations and office software required.</p> <p>Duties/Functional Responsibilities: Personnel in this category oversee coordination of projects on behalf of agency personnel. They coordinate project information for government personnel, including agenda items, meeting management, analysis of reports and maintain reporting schedules. They meet regularly with program and government managers and advise them on deliverables and issues on their project. Personnel in this category regularly consult with and advise government program and project managers and serve as trusted advisors providing the analytical guidance required for completion of government projects.</p>
<b>Mid-Level Technical Consultant II</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Mid-Level Consultants have a Bachelors Degree and up to or exceeding 6 years of progressive experience (or equivalent combination of education and experience). Relevant experience includes, but is not limited to, experience in facilitation, training, data collection, data analysis, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices.</p> <p>Duties/Functional Responsibilities: The Mid-Level Consultant performs data collection from multiple sources to include the web, client databases, and other resources. He or she utilizes analytical tools and methodology to perform data analysis in support of the development of analytical products. The Mid-Level Consultant supervises other consultant specialists and applies process improvement and reengineering methodologies and principles to conduct process modernization projects. He or she performs enterprise strategic systems planning, enterprise information planning and business area analysis and process and data modeling in support of the planning and analysis efforts using both manual and automated tools. He or she develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems and applies reverse engineering and re-engineering disciplines to develop migration strategic and planning documents.</p>
<b>Meeting Coordinator</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Bachelors Degree and 0-2 years of experience, entry-level.</p> <p>Duties/Functional Responsibilities: Collaborates with the client and/or facilitator to identify and implement the administrative aspects of meetings. Assists in the coordination of overall meeting(s). This may include agenda creation, action item capture and tracking, presentation development, compilation and distribution of meeting materials, briefings and wrap ups, etc. Some on-site logistics (room, phone, video, etc.) may be required.</p>



Labor Category	Description
<b>Program Analyst II</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Bachelors Degree and good oral and written communication skills are required. Strong working knowledge of office software such as Microsoft Office required. The ability to accurately take and transcribe notes during meetings and track action items is required. Experience with web tools is helpful but not required.</p> <p>Duties/Functional Responsibilities: This category provides program support to the program and project analysts in support of agency programs and projects. They update database programs and web files. They take accurate notes during large meetings for the program and project managers. They are able to utilize the notes to support action item tracking and to provide basic project management support. They alert managers for upcoming program and project due dates.</p>
<b>Program Analyst</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Bachelors Degree and good oral and written communication skills are required. Strong working knowledge of office software such as Microsoft Office required. The ability to accurately take and transcribe notes during meetings and track action items is required. Experience with web tools is helpful but not required.</p> <p>Duties/Functional Responsibilities: This category provides program support to the program and project analysts in support of agency programs and projects. They update database programs and web files. They take accurate notes during large meetings for the program and project managers. They alert managers for upcoming program and project due dates.</p>
<b>Administrative Assistant</b>  SINs: 874-1, 874-4, 874-7	<p>Minimum/General Experience: Good oral and written communication skills are required. Strong working knowledge of office software such as Microsoft Office required. The ability to accurately take and transcribe notes during meetings and track action items is required.</p> <p>Duties/Functional Responsibilities: This category provides administrative support to agency personnel or to company members. They take minutes and provide action item tracking for managers. They take accurate notes during large meetings. They alert managers for upcoming due dates.</p>
<b>Creative Director II</b>  SINs: 540-3, 541-4A, 541-4D, 541-5	<p>Minimum/General Experience: Bachelors Degree and 15 years experience (or equivalent). Must be proficient with Adobe Photoshop, Illustrator and InDesign. Ability to design in Microsoft Word and PowerPoint required. Must be detail-oriented with strong leadership and project management skills.</p> <p>Duties/Functional Responsibilities: Provide creative direction and graphic design services to develop and implement creative strategies that meet specific marketing and communications goals. Oversee creative quality of design for projects in all media. Manage the graphic design team and work closely with the marketing team leader to manage expectations and customer satisfaction.</p>
<b>Marketing Director I</b>  SINs: 540-3, 541-4A, 541-4D, 541-5	<p>Minimum/General Experience: Bachelors Degree and 10 plus years experience in marketing (or equivalent). 1-5 years experience as an account manager, team lead or supervisor (or equivalent). Skilled in copy writing and editing. Proficient in Microsoft Office. Experience with advertising agency or marketing/consulting firm is a plus.</p> <p>Duties/Functional Responsibilities: Direct all projects and ensure effective communication with peers/clients. Provide planning and decision-making support to staff/clients and ensure quality of all projects.</p>
<b>Creative Director I</b>  SINs: 540-3, 541-4A, 541-4D, 541-5	<p>Minimum/General Experience: Bachelors Degree and 10 years experience (or equivalent). Must be proficient with Adobe Photoshop, Illustrator and InDesign. Ability to design in Microsoft Word and PowerPoint required. Must be detail-oriented with strong leadership and project management skills.</p> <p>Duties/Functional Responsibilities: Provide creative direction and graphic design services to develop and implement creative strategies that meet specific marketing and communications goals. Oversee creative quality of design for projects in all media. Manage the graphic design team and work closely with the marketing team leader to manage expectations and customer satisfaction.</p>
<b>Marketing Manager I</b>  SINs: 540-3, 541-4A, 541-4D, 541-5	<p>Minimum/General Experience: Bachelors Degree and 5-10 years experience in marketing (or equivalent). 1-5 years experience as an account manager, team lead or supervisor (or equivalent). Skilled in copy writing and editing. Proficient in Microsoft Office. Experience with advertising agency or marketing/consulting firm is a plus.</p> <p>Duties/Functional Responsibilities: Manage all projects and ensure effective communication with peers/clients. Oversee creative strategy sessions and all staff. Responsible for the overall development and implementation of marketing objectives into creative strategies and finally the development of various print and multimedia campaigns and collateral production. Monitor budget and expenditures.</p>
<b>Senior Graphic Designer</b>  SINs: 540-3, 541-4A, 541-4D, 541-5	<p>Minimum/General Experience: Bachelors Degree and 10 years experience (or equivalent). Must be proficient with Adobe Photoshop, Illustrator and InDesign. Ability to design in Microsoft Word and PowerPoint required. Must be detail-oriented with strong project management skills.</p> <p>Duties/Functional Responsibilities: Create customized identity, marketing and communications products based on the design direction of the Creative Director and marketing team. Support design of projects from conception to completion. Create graphics to accompany text in page layouts. Apply creative design to print and web. Design Microsoft Word and PowerPoint templates for client use. Oversee creative quality of junior graphic designer projects. Work under the guidance of the Creative Director.</p>
<b>Marketing Strategist I</b>  SINs: 540-3, 541-4A, 541-4D, 541-5	<p>Minimum/General Experience: Bachelors Degree and 3-5 years experience in marketing (or equivalent). Skilled in copy writing and editing. Proficient in Microsoft Office. Experience with advertising agency or marketing/consulting firm is a plus.</p> <p>Duties/Functional Responsibilities: Manage multiple projects and ensure effective communication with peers/clients. Create project plans, manage work schedules and report to both clients/management regularly. Manage creative strategy sessions and develop effective marketing strategies for all projects.</p>

Labor Category	Description
<b>Marketing Coordinator III</b>  SInS: 540-3, 541-4A, 541-4D, 541-5	<p>Minimum/General Experience: Minimum of Bachelors Degree and 6 years experience in marketing (or equivalent). Skilled in copy writing and editing. Proficient in Microsoft Office. Experience with advertising agency or marketing/consulting firm is a plus.</p> <p>Duties/Functional Responsibilities: Ensure project coordination and effective communication with peers/clients. Manage project plans, monitor work schedules and report to both clients/management regularly. Participate in creative strategy sessions and coordinate development of various marketing collateral.</p>
<b>Graphic Designer III</b>  SInS: 540-3, 541-4A, 541-4D, 541-5	<p>Minimum/General Experience: Bachelors Degree and 5 years experience (or equivalent). Must be proficient with Adobe Photoshop, Illustrator and InDesign. Ability to design in Microsoft Word and PowerPoint required. Must be detail-oriented with strong project management skills.</p> <p>Duties/Functional Responsibilities: Create customized identity, marketing and communications products based on the design direction of the Creative Director and marketing team. Support design of projects from conception to completion. Create graphics to accompany text in page layouts. Apply creative design to print and web. Design Microsoft Word and PowerPoint templates for client use. Work under the guidance of the Senior Graphic Designer and/or the Creative Director.</p>
<b>Marketing Coordinator II</b>  SInS: 540-3, 541-4A, 541-4D, 541-5	<p>Minimum/General Experience: Minimum of Bachelors Degree and 3 years experience in marketing (or equivalent). Skilled in copy writing and editing. Proficient in Microsoft Office. Experience with advertising agency or marketing/consulting firm is a plus.</p> <p>Duties/Functional Responsibilities: Ensure project coordination and effective communication with peers/clients. Manage project plans, monitor work schedules and report to both clients/management regularly. Participate in creative strategy sessions and coordinate development of various marketing collateral.</p>
<b>Graphic Designer II</b>  SInS: 540-3, 541-4A, 541-4D, 541-5	<p>Minimum/General Experience: Bachelors Degree and 3 years experience (or equivalent). Must be proficient with Adobe Photoshop, Illustrator and InDesign. Ability to design in Microsoft Word and PowerPoint a plus. Must be detail-oriented.</p> <p>Duties/Functional Responsibilities: Create customized identity, marketing and communications products based on the design direction of the Creative Director and marketing team. Create graphics to accompany text and design page layouts. Apply creative design to print and web. Work under the guidance of the Senior Graphic Designer and/or the Creative Director.</p>
<b>Marketing Coordinator I</b>  SInS: 540-3, 541-4A, 541-4D, 541-5	<p>Minimum/General Experience: Minimum of Bachelors Degree and 1 year experience in marketing (or equivalent). Skilled in copy writing and editing. Proficient in Microsoft Office. Experience with advertising agency or marketing/consulting firm is a plus.</p> <p>Duties/Functional Responsibilities: Ensure project coordination and effective communication with peers/clients. Manage project plans, monitor work schedules and report to both clients/management regularly. Participate in creative strategy sessions and coordinate development of various marketing collateral.</p>
<b>Graphic Designer I</b>  SInS: 540-3, 541-4A, 541-4D, 541-5	<p>Minimum/General Experience: Associates Degree and 1 year experience (or equivalent). Must be proficient with Adobe Photoshop, Illustrator and InDesign. Ability to design in Microsoft Word and PowerPoint a plus. Must be detail-oriented.</p> <p>Duties/Functional Responsibilities: Create customized identity, marketing and communications products based on the design direction of the Creative Director and marketing team. Create graphics to accompany text and design page layouts. Apply creative design to print and web. Work under the guidance of the Senior Graphic Designer and/or the Creative Director.</p>
<b>Marketing Associate II</b>  SInS: 540-3, 541-4A, 541-4D, 541-5	<p>Minimum/General Experience: Minimum of Associates Degree and 1 year experience in marketing (or equivalent). Skilled in copy writing and editing. Proficient in Microsoft Office. Experience with advertising agency or marketing/consulting firm is a plus.</p> <p>Duties/Functional Responsibilities: Assist with project coordination and ensure effective communication with peers/clients. Maintain project plans, monitor work schedules and report to management regularly. Participate in creative strategy sessions and aid in the development of various marketing collateral.</p>
<b>Marketing Associate I</b>  SInS: 540-3, 541-4A, 541-4D, 541-5	<p>Minimum/General Experience: Associates Degree and 1 year experience in marketing (or equivalent). Skilled in copy writing and editing. Proficient in Microsoft Office. Experience with advertising agency or marketing/consulting firm is a plus.</p> <p>Duties/Functional Responsibilities: Assist with project coordination and ensure effective communication with peers/clients. Maintain project plans, monitor work schedules and report to management regularly. Participate in creative strategy sessions and aid in the development of various marketing collateral.</p>

**OTHER DIRECT COSTS (ODCs) – Priced Inclusive of IFF**

SIN	Support Product (ODC's)	Unit of Issue	Price Offered
541-1000	8.5 x 11, B/w Copies	Each	\$0.33
541-1000	8.5 x 11, Color Copies	Each	\$0.90
541-1000	Brochure, Full Color	Per Page	\$0.72
541-1000	18 x 24 Color Poster	Each	\$21.16
541-1000	24 x 36 Color Poster	Each	\$42.32
541-1000	6'x2.5' Color Banner, Outdoor with hooks	Each	\$99.75
541-1000	Banner Stand	Each	\$40.29
541-1000	Folder, Color, 2 pockets and business card slot	Each	\$1.91
541-1000	Presentation Graphics, 24 x 36, Mounted	Per Panel	\$78.59
541-1000	Bound Book, 6 x 6, Color, Cover, 4 pages	Each	\$1.43
541-1000	Photography Copies, 4 x 6	Each	\$0.26
541-1000	10' x 10' Exhibition Set, Delivery, Set-Up, Rental	Each	\$4,311.34
541-1000	Additional Exhibition Lighting	Each	\$78.59
541-1000	Additional Exhibition Display Counters	Each	\$1,005.54
541-1000	Additional Exhibition Display Case	Each	\$2,097.73
541-1000	Additional Exhibition Furniture	Each	\$438.29
541-1000	22" Touchsmart PC Workstation Rental	Per Day	\$347.61
541-1000	Laptop Rental	Per Day	\$119.90
541-1000	Corporate Event Photography Shoot	Per Hour, Min 3	\$125.94
541-1000	Corporate Event Post Production	Per Event	\$251.89
541-1000	Commercial Portrait Shoot	Per Shoot	\$125.94
541-1000	Commercial Portraits	Per Portrait	\$130.98
541-1000	Advertising Stock Image for Local Use	Each	\$1,989.92
541-1000	Advertising Stock Image for National Use	Each	\$4,256.93
541-1000	Basic Film Shoot w Equipment	Per Day	\$654.91
541-1000	Video Editing	Per Hour	\$65.49
541-1000	Green Screen	Per Use	\$151.13
541-1000	Copy Writer	Per Use	\$201.51
541-1000	Location Scouting	Per Hour	\$35.26
541-1000	Stock Footage Research	Per Hour	\$25.19
541-1000	Closed Captioning	Per Minute	\$6.05
541-1000	Conference/Meeting Catering - Breakfast	Per Person	\$8.82
541-1000	Conference/Meeting Catering - Breakfast Beverages	For 20 ppl	\$40.30
541-1000	Conference/Meeting Catering - Lunch	Per Person	\$14.61
541-1000	Conference/Meeting Catering - Lunch Beverages	Per Person	\$3.02
541-1000	Conference - Basic Audio Equipment Rental	Per Day	\$201.51
541-1000	Conference - Recording Equipment, Panasonic	Per Day	\$60.45
541-1000	Conference - Video Projection Rental	Per Day	\$190.43
541-1000	Conference - Video Screen Rental	Per Day	\$176.32
541-1000	Full Conference Set-Up	Per Day	\$1,259.45
541-1000	Conference - Polycom Conference Phone	Per Day	\$99.75
541-1000	Conference - Audio Tech	Per Hour	\$95.72
541-1000	Conference Facilities, 45 ppl	Per Hour	\$201.51
541-1000	DVD Duplication - 2 Panel Case with Shrinkwrap	Each	\$1.96
541-1000	DVD Duplication - Color Sleeve	Each	\$1.51
541-1000	CD Duplication - 4 panel color sleeve, shrink wrap	Each	\$1.98
541-1000	CD Duplication - Jewel Case, color card	Each	\$1.55
541-1000	Email Blast	Per Campaign	\$503.78
541-1000	Search Engine Optimization	Per Hr Min 12/Month	\$120.91
541-1000	National Newspaper Advertiser	Per Inch	\$213.60
541-1000	Local Newspaper Advertising	Per Inch	\$43.83
541-1000	Bus Exterior Ads, 4 Weeks	Each	\$4,534.01
541-1000	Bus Stop/Shelter Ads, 4 Weeks	Each	\$4,534.01
541-1000	Subway Ads, 4 Weeks	Each	\$503.78
541-1000	Airport Ads, 4 Weeks	Each	\$14,609.57

**LABOR RATES – Priced Inclusive of IFF**

Item	Special Item Number	Labor Category	Site	Rate
1	874-1, 874-4, 874-7	Subject Matter Expert III – Gordon Wade	Both	\$550.00
2	874-1, 874-4, 874-7	Subject Matter Expert II	Both	\$450.00
3	874-1, 874-4, 874-7	Subject Matter Expert I	Both	\$350.00
4	874-1, 874-4, 874-7	Executive Director	Both	\$249.05
5	874-1, 874-4, 874-7	Director	Both	\$191.02
6	874-1, 874-4, 874-7	Senior Facilitator	Both	\$188.20
7	874-1, 874-4, 874-7	Business Consultant II	Both	\$179.51
8	874-1, 874-4, 874-7	Facilitation Quality Manager	Both	\$168.05
9	874-1, 874-4, 874-7	Senior Project Management Consultant	Both	\$151.19
10	874-1, 874-4, 874-7	Senior Technical Governance Analyst	Both	\$148.79
11	874-1, 874-4, 874-7	Facilitator I	Both	\$144.45
12	874-1, 874-4, 874-7	Strategic Services Consultant	Both	\$141.99
13	874-1, 874-4, 874-7	Business Consultant	Both	\$140.55
14	874-1, 874-4, 874-7	Senior Consultant I	Both	\$137.06
15	874-1, 874-4, 874-7	Project Management Consultant	Both	\$126.43
16	874-1, 874-4, 874-7	Facilitator – Subject Matter Expert	Both	\$126.20
17	874-1, 874-4, 874-7	Program Manager	Both	\$121.50
18	874-1, 874-4, 874-7	Consultant I	Both	\$115.16
19	874-1, 874-4, 874-7	Project Manager II	Both	\$112.36
20	874-1, 874-4, 874-7	Project Manager	Both	\$102.46
21	874-1, 874-4, 874-7	Consultant	Both	\$101.73
22	874-1, 874-4, 874-7	Project Manager I	Both	\$100.14
23	874-1, 874-4, 874-7	Associate Facilitator	Both	\$96.82
24	874-1, 874-4, 874-7	Associate Consultant	Both	\$91.93
25	874-1, 874-4, 874-7	Organizational Analyst	Both	\$90.44
26	874-1, 874-4, 874-7	Project Planner	Both	\$89.88
27	874-1, 874-4, 874-7	Junior Analyst	Both	\$87.53
28	874-1, 874-4, 874-7	Mid-Level Technical Consultant	Both	\$85.86
29	874-1, 874-4, 874-7	Associate Organizational Analyst	Both	\$82.66
30	874-1, 874-4, 874-7	Meeting Manager	Both	\$81.63
31	874-1, 874-4, 874-7	Project Coordinator	Both	\$78.28
32	874-1, 874-4, 874-7	Mid-Level Technical Consultant II	Both	\$72.94
33	874-1, 874-4, 874-7	Meeting Coordinator	Both	\$68.85
34	874-1, 874-4, 874-7	Program Analyst II	Both	\$65.75
35	874-1, 874-4, 874-7	Program Analyst	Both	\$51.07
36	874-1, 874-4, 874-7	Administrative Assistant	Both	\$48.60
37	540-3, 541-4A, 541-4D, 541-5	Subject Matter Expert III – Gordon Wade	Both	\$550.00
38	540-3, 541-4A, 541-4D, 541-5	Subject Matter Expert II	Both	\$450.00
39	540-3, 541-4A, 541-4D, 541-5	Subject Matter Expert I	Both	\$350.00
40	540-3, 541-4A, 541-4D, 541-5	Creative Director II	Both	\$153.28
41	540-3, 541-4A, 541-4D, 541-5	Marketing Director I	Both	\$138.14
42	540-3, 541-4A, 541-4D, 541-5	Creative Director I	Both	\$131.45
43	540-3, 541-4A, 541-4D, 541-5	Marketing Manager I	Both	\$121.73
44	540-3, 541-4A, 541-4D, 541-5	Senior Graphic Designer	Both	\$109.64
45	540-3, 541-4A, 541-4D, 541-5	Marketing Strategist I	Both	\$109.25
46	540-3, 541-4A, 541-4D, 541-5	Marketing Coordinator III	Both	\$106.64
47	540-3, 541-4A, 541-4D, 541-5	Graphic Designer III	Both	\$101.03
48	540-3, 541-4A, 541-4D, 541-5	Marketing Coordinator II	Both	\$94.34
49	540-3, 541-4A, 541-4D, 541-5	Graphic Designer II	Both	\$86.97
50	540-3, 541-4A, 541-4D, 541-5	Marketing Coordinator I	Both	\$78.75
51	540-3, 541-4A, 541-4D, 541-5	Graphic Designer I	Both	\$72.73
52	540-3, 541-4A, 541-4D, 541-5	Marketing Associate II	Both	\$66.30
53	540-3, 541-4A, 541-4D, 541-5	Marketing Associate I	Both	\$58.65