



OpusFederal

GENERAL SERVICES ADMINISTRATION

Federal Acquisition Service

Authorized Federal Supply Schedule FSS Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through **GSA Advantage!**[™], a menu-driven database system. The INTERNET address for **GSA Advantage!**[™] is: <http://www.GSAAdvantage.gov>.

Multiple Award Schedule

FSC Group: Professional Services **FSC Class:** R408

Contract Number: 47QRAA24D009C

Contract Period: 06/14/24 – 06/13/29

Opus Federal LLC

44927 George Washington Blvd, STE 265

Ashburn, VA 20147

(P) 202-495-1081

<https://www.opusfederal.com/>

Contract Administrator: Rish Patel, rishpatel@rproservices.com

Business Size: Service-Disabled Veteran-Owned Small Business (SDVOSB),
Small Disadvantaged Business

***Opus Federal LLC is a Joint Venture between the following Joint Venture partners:
RP Professional Services, LLC (Protégé) and Highlight Technologies, Inc. (Mentor).**

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

Pricelist current through Modification PA-002, effective June 20, 2024.

Prices Shown Herein are Net (discount deducted).

CUSTOMER INFORMATION:

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

SIN	Recovery SIN	SIN Description
54151S	54151SRC	Professional Information Technology Services
54611	541611	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
OLM	OLMRC	Order-Level Materials (OLMs)

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. See pricing beginning on page 4.

1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility, and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item. See Labor Category Descriptions beginning on page 9.

2. Maximum Order: SIN 54151S - \$500,000
SIN 541611 - \$1,000,000
SIN OLM - \$250,000

3. Minimum Order: \$100.00

4. Geographic Coverage: Worldwide.

5. Point(s) of production: Same as company address.

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

7. Quantity discounts: None.

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

9. Foreign items: None.

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

10b. Expedited Delivery: Contact Contractor.

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

10d. Urgent Requirements: Contact Contractor.

11. F.O.B Points: Destination.

12a. Ordering Address: ATTN: Rish Patel
44927 George Washington Blvd, STE 265
Ashburn, VA 20147
(P) 202-495-1081
rish@opusfederal.com

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

13. Payment address (is): Accounting
ATTN: Rish Patel
44927 George Washington Blvd, STE 265
Ashburn, VA 20147
(P) 202-495-1081
rishpatel@rpproservices.com

14. Warranty provision: Contractor's standard commercial warranty.

15. Export Packing Charges: Not Applicable.

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

17. Terms and conditions of installation: Not Applicable.

18a. Terms and conditions of repair parts: Not Applicable.

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

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

20. List of participating dealers: Not Applicable.

21. Preventive maintenance: Not Applicable.

22a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: Not Applicable.

22b. If applicable, indicate that Section 508 compliance information is available for the information and communications technology (ICT) products and services and show where full details can be found (e.g. contractor's website or other location.) ICT accessibility standards can be found at: <https://www.Section508.gov/> and <https://www.opusfederal.com/>.

23. Unique Entity Identifier (UEI) Number: K1CFUCYPT1G5.

24. Notification regarding registration in System for Award Management (SAM) database:
Opus Federal LLC is registered at SAM.gov.

Service Contract Labor Standards Matrix:

SCLS Eligible Labor Category	SCLS Equivalent Code Title	Wage Determination No.
Administrative Assistant I ** (Highlight Technologies, Inc.)	01111 – General Clerk I	2015-4281
Administrative Assistant II ** (Highlight Technologies, Inc.)	01112 – General Clerk II	2015-4281

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



OpusFederal

GSA Hourly Rates (w/IFF)

SIN 54151S

Labor Category	Year 1 06/14/24 – 06/13/25	Year 2 06/14/25 – 06/13/26	Year 3 06/14/26 – 06/13/27	Year 4 06/14/27 – 06/13/28	Year 5 06/14/28 – 06/13/29
Business/Systems Analyst I (RP Professional Services, LLC)	\$82.64	\$85.45	\$88.35	\$91.36	\$94.46
Business/Systems Analyst II (RP Professional Services, LLC)	\$90.13	\$93.19	\$96.35	\$99.63	\$103.01
Business/Systems Analyst III (RP Professional Services, LLC)	\$106.09	\$109.69	\$113.42	\$117.28	\$121.27
Business/Systems Analyst IV (RP Professional Services, LLC)	\$165.29	\$170.91	\$176.73	\$182.73	\$188.95
Computer Security Systems Specialist II (Highlight Technologies, Inc.)	\$145.00	\$149.92	\$155.02	\$160.29	\$165.74
Data Analyst (Highlight Technologies, Inc.)	\$112.23	\$116.05	\$120.00	\$124.08	\$128.30
Data Modeler (Highlight Technologies, Inc.)	\$128.44	\$132.81	\$137.32	\$141.98	\$146.81
Database Administrator (Highlight Technologies, Inc.)	\$130.94	\$135.40	\$140.00	\$144.76	\$149.67
Database Management Specialist I (Highlight Technologies, Inc.)	\$82.28	\$85.08	\$87.97	\$90.96	\$94.06
Database Management Specialist II (Highlight Technologies, Inc.)	\$108.82	\$112.51	\$116.34	\$120.30	\$124.39
Database Management Specialist III (Highlight Technologies, Inc.)	\$129.20	\$133.59	\$138.14	\$142.83	\$147.69
Database Management Specialist IV (Highlight Technologies, Inc.)	\$140.78	\$145.56	\$150.51	\$155.63	\$160.92
Database Management Specialist V (Highlight Technologies, Inc.)	\$145.00	\$149.92	\$155.02	\$160.29	\$165.74
Engineer I (RP Professional Services, LLC)	\$80.51	\$83.25	\$86.09	\$89.01	\$92.03
Engineer II (RP Professional Services, LLC)	\$104.50	\$108.06	\$111.74	\$115.54	\$119.47

Labor Category	Year 1 06/14/24 – 06/13/25	Year 2 06/14/25 – 06/13/26	Year 3 06/14/26 – 06/13/27	Year 4 06/14/27 – 06/13/28	Year 5 06/14/28 – 06/13/29
Engineer III (RP Professional Services, LLC)	\$161.03	\$166.50	\$172.16	\$178.02	\$184.07
Engineer IV (RP Professional Services, LLC)	\$172.75	\$178.62	\$184.70	\$190.97	\$197.46
Graphical User Interface Designer (Highlight Technologies, Inc.)	\$129.62	\$134.03	\$138.58	\$143.29	\$148.17
Information Assurance Specialist (Highlight Technologies, Inc.)	\$130.94	\$135.40	\$140.00	\$144.76	\$149.67
Information Assurance Specialist II (Highlight Technologies, Inc.)	\$149.64	\$154.73	\$159.99	\$165.43	\$171.05
Information Assurance Specialist III (Highlight Technologies, Inc.)	\$154.63	\$159.89	\$165.33	\$170.95	\$176.77
IT Analyst I (Highlight Technologies, Inc.)	\$97.63	\$100.95	\$104.38	\$107.93	\$111.60
IT Analyst II (Highlight Technologies, Inc.)	\$105.80	\$109.40	\$113.12	\$116.97	\$120.95
IT Analyst III (Highlight Technologies, Inc.)	\$145.81	\$150.77	\$155.90	\$161.20	\$166.68
IT Specialist I (Highlight Technologies, Inc.)	\$59.82	\$61.85	\$63.96	\$66.14	\$68.38
IT Specialist I (RP Professional Services, LLC)	\$73.12	\$75.61	\$78.18	\$80.84	\$83.59
IT Specialist II (Highlight Technologies, Inc.)	\$73.98	\$76.50	\$79.10	\$81.79	\$84.57
IT Specialist II (RP Professional Services, LLC)	\$83.46	\$86.30	\$89.23	\$92.26	\$95.40
IT Specialist III (Highlight Technologies, Inc.)	\$87.54	\$90.51	\$93.58	\$96.77	\$100.06
IT Specialist III (RP Professional Services, LLC)	\$92.98	\$96.14	\$99.41	\$102.78	\$106.28
IT Specialist IV (RP Professional Services, LLC)	\$157.77	\$163.13	\$168.68	\$174.41	\$180.34
Jr. Project Manager (RP Professional Services, LLC)	\$97.46	\$100.78	\$104.20	\$107.75	\$111.42
Privacy Consultant (Highlight Technologies, Inc.)	\$155.88	\$161.18	\$166.66	\$172.32	\$178.19
Program Manager III (Highlight Technologies, Inc.)	\$211.28	\$218.47	\$225.89	\$233.57	\$241.51
Project Manager I (Highlight Technologies, Inc.)	\$113.02	\$116.86	\$120.83	\$124.94	\$129.19
Project Manager II (Highlight Technologies, Inc.)	\$116.88	\$120.85	\$124.96	\$129.21	\$133.60

Labor Category	Year 1 06/14/24 – 06/13/25	Year 2 06/14/25 – 06/13/26	Year 3 06/14/26 – 06/13/27	Year 4 06/14/27 – 06/13/28	Year 5 06/14/28 – 06/13/29
Project Manager III (Highlight Technologies, Inc.)	\$140.32	\$145.10	\$150.04	\$155.13	\$160.40
Project Manager IV (Highlight Technologies, Inc.)	\$145.81	\$150.77	\$155.90	\$161.20	\$166.68
Requirements Analyst I (Highlight Technologies, Inc.)	\$89.94	\$93.01	\$96.17	\$99.45	\$102.83
Requirements Analyst II (Highlight Technologies, Inc.)	\$108.81	\$112.50	\$116.33	\$120.29	\$124.38
Requirements Analyst III (Highlight Technologies, Inc.)	\$133.46	\$137.99	\$142.69	\$147.55	\$152.56
Requirements Analyst IV (Highlight Technologies, Inc.)	\$159.04	\$164.45	\$170.05	\$175.83	\$181.80
Requirements Analyst V (Highlight Technologies, Inc.)	\$198.64	\$205.39	\$212.37	\$219.60	\$227.06
Research Associate (Highlight Technologies, Inc.)	\$82.33	\$85.13	\$88.02	\$91.01	\$94.11
Sr. Data Modeler (Highlight Technologies, Inc.)	\$135.93	\$140.55	\$145.33	\$150.27	\$155.38
Technical Writer I (Highlight Technologies, Inc.)	\$76.35	\$78.95	\$81.63	\$84.40	\$87.27
Technical Writer II (Highlight Technologies, Inc.)	\$99.69	\$103.07	\$106.58	\$110.21	\$113.95
Technical Writer IV (Highlight Technologies, Inc.)	\$143.58	\$148.46	\$153.51	\$158.73	\$164.13
Web Developer (Highlight Technologies, Inc.)	\$101.53	\$104.99	\$108.55	\$112.24	\$116.06
Web Developer IV (Highlight Technologies, Inc.)	\$140.32	\$145.10	\$150.04	\$155.13	\$160.40



OpusFederal

GSA Hourly Rates (w/IFF)

SIN 541611

Labor Category	Year 1 06/14/24 – 06/13/25	Year 2 06/14/25 – 06/13/26	Year 3 06/14/26 – 06/13/27	Year 4 06/14/27 – 06/13/28	Year 5 06/14/28 – 06/13/29
Administrative Assistant I ** (Highlight Technologies, Inc.)	\$29.47	\$30.47	\$31.51	\$32.57	\$33.68
Administrative Assistant II ** (Highlight Technologies, Inc.)	\$32.13	\$33.22	\$34.35	\$35.52	\$36.73
Business Analyst I (Highlight Technologies, Inc.)	\$62.86	\$65.00	\$67.20	\$69.49	\$71.85
Business Analyst II (Highlight Technologies, Inc.)	\$75.15	\$77.71	\$80.35	\$83.08	\$85.90
Business Analyst III (Highlight Technologies, Inc.)	\$88.44	\$91.45	\$94.56	\$97.77	\$101.10
Junior Technical Writer (Highlight Technologies, Inc.)	\$61.89	\$64.00	\$66.18	\$68.42	\$70.75
Program Manager I (Highlight Technologies, Inc.)	\$109.88	\$113.62	\$117.48	\$121.47	\$125.60
Program Manager II (Highlight Technologies, Inc.)	\$132.36	\$136.87	\$141.52	\$146.34	\$151.31
Program Manager III (Highlight Technologies, Inc.)	\$174.23	\$180.15	\$186.28	\$192.61	\$199.16
Program Manager III (RP Professional Services, LLC)	\$149.29	\$154.37	\$159.62	\$165.05	\$170.66
Program Manager IV (RP Professional Services, LLC)	\$165.75	\$171.39	\$177.21	\$183.23	\$189.46
Program Support I (Highlight Technologies, Inc.)	\$58.12	\$60.09	\$62.14	\$64.25	\$66.44
Program Support I (RP Professional Services, LLC)	\$55.39	\$57.27	\$59.21	\$61.23	\$63.31
Program Support II (Highlight Technologies, Inc.)	\$77.16	\$79.78	\$82.49	\$85.29	\$88.19
Program Support II (RP Professional Services, LLC)	\$69.63	\$72.00	\$74.45	\$76.98	\$79.60
Program Support III (Highlight Technologies, Inc.)	\$79.82	\$82.53	\$85.33	\$88.23	\$91.23
Program Support III (RP Professional Services, LLC)	\$82.36	\$85.16	\$88.05	\$91.04	\$94.14
Program Support IV (RP Professional Services, LLC)	\$95.87	\$99.13	\$102.51	\$105.99	\$109.60

Labor Category	Year 1 06/14/24 – 06/13/25	Year 2 06/14/25 – 06/13/26	Year 3 06/14/26 – 06/13/27	Year 4 06/14/27 – 06/13/28	Year 5 06/14/28 – 06/13/29
Project Manager (Highlight Technologies, Inc.)	\$103.17	\$106.68	\$110.31	\$114.06	\$117.93
Senior Consultant/Technical Specialist I (Highlight Technologies, Inc.)	\$182.95	\$189.17	\$195.60	\$202.25	\$209.12
Senior Consultant/Technical Specialist II (Highlight Technologies, Inc.)	\$205.82	\$212.83	\$220.06	\$227.55	\$235.28
Senior Consultant/Technical Specialist III (Highlight Technologies, Inc.)	\$240.14	\$248.30	\$256.75	\$265.47	\$274.50
Senior Technical Consultant III (RP Professional Services, LLC)	\$180.29	\$186.42	\$192.76	\$199.30	\$206.09
Senior Technical Consultant IV (RP Professional Services, LLC)	\$219.36	\$226.81	\$234.52	\$242.49	\$250.73
SME I (RP Professional Services, LLC)	\$61.68	\$63.78	\$65.94	\$68.19	\$70.51
SME II (RP Professional Services, LLC)	\$87.50	\$90.47	\$93.54	\$96.73	\$100.01
SME III (RP Professional Services, LLC)	\$117.02	\$121.00	\$125.11	\$129.36	\$133.76
SME IV (RP Professional Services, LLC)	\$154.60	\$159.86	\$165.29	\$170.91	\$176.73
Subject Matter Expert I (Highlight Technologies, Inc.)	\$91.82	\$94.94	\$98.17	\$101.50	\$104.96
Subject Matter Expert II (Highlight Technologies, Inc.)	\$124.85	\$129.09	\$133.48	\$138.02	\$142.71
Subject Matter Expert III (Highlight Technologies, Inc.)	\$162.94	\$168.48	\$174.22	\$180.14	\$186.27

SCLS Matrix: The Service Contract Labor Standards (SCLS) is applicable to this contract, and it includes SCLS applicable labor categories. The prices for the indicated (**) SCLS labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS matrix. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCLS rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

SCLS Eligible Contract Labor Category	SCLS Equivalent Code	Wage Determination Number
Administrative Assistant I ** (Highlight Technologies, Inc.)	01111 General Clerk I	2015-4281 Rev 16
Administrative Assistant II ** (Highlight Technologies, Inc.)	01112 General Clerk II	2015-4281 Rev 16

SIN 54151S
Labor Category Descriptions

Business/Systems Analyst I (RP Professional Services, LLC)

Functional Responsibility: Analyzes business and user needs to determine functional or technical requirements, anticipates, researches, identifies and develops solutions to the customer's problems, develops appropriate business strategies, acts as a liaison between End Users and SMEs, knowledgeable with industry-standard concepts, practices, technologies and procedures, requires instructions and guidance for daily tasks and works under immediate supervision.

Minimum Education: Bachelors Degree

Minimum Experience: 1 Year

Business/Systems Analyst II (RP Professional Services, LLC)

Functional Responsibility: Analyzes business and user needs to determine functional or technical requirements, anticipates, researches, identifies and develops solutions to the customer's problems, develops appropriate business strategies, acts as a liaison between End Users and SMEs, knowledgeable with industry-standard concepts, practices, technologies and procedures, requires some instructions and guidance for daily tasks and works under general supervision.

Minimum Education: Bachelors Degree

Minimum Experience: 3 Years

Business/Systems Analyst III (RP Professional Services, LLC)

Functional Responsibility: Analyzes business and user needs to determine functional or technical requirements, anticipates, researches, identifies and develops solutions to the customer's problems, develops appropriate business strategies, acts as a liaison between End Users and SMEs, knowledgeable with industry-standard concepts, practices, technologies and procedures, requires little to no instructions and guidance for daily tasks and works under general supervision.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

Business/Systems Analyst IV (RP Professional Services, LLC)

Functional Responsibility: Analyzes business and user needs to determine functional or technical requirements, anticipates, researches, identifies and develops solutions to the customer's problems, develops appropriate business strategies, acts as a liaison between End Users and SMEs, knowledgeable with industry-standard concepts, practices, technologies and procedures, SME, will provide guidance to other and may be a leader or supervisor.

Minimum Education: Masters Degree

Minimum Experience: 7 Years

Computer Security Systems Specialist II (Highlight Technologies, Inc.)

Functional Responsibility: Analyzes and defines security requirements for technical information systems security issues. Designs, develops, engineers, and implements solutions to technical information systems security requirements. Gathers and organizes technical information about an organization's mission

goals and needs, existing security products, and ongoing programs in the technical information systems security arena. Performs risk analyses that also includes risk assessment.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

Data Analyst (Highlight Technologies, Inc.)

Functional Responsibility: Facilitate Data Governance. Ensure currency, communication and compliance of data governance. Align data governance with agency standards for the data model and business domains. Establish data governance processes. Establish standardized processes for capturing and maintaining metadata from data sources.

Develop New Data Models. Develop data models for the source and target data based on the data exchange requirements. Develop new business rules for source data transfers to target databases. Analyze and design the source to target business rules and transformations.

Minimum Education: Bachelors Degree

Minimum Experience: 4 Years

Data Modeler (Highlight Technologies, Inc.)

Functional Responsibility: Perform comprehensive analysis of the existing system designs to include the data model, database implementation, ETL processes, data load strategy and presentation layer. Provide recommendations for redesign. Develop technical specifications based on requirements.

Maintain system data framework and architecture. Evaluate and support software and hardware upgrades. Determine system capability and user access processes. Participate in configuration management efforts, coordinating with configuration management staff as appropriate.

Develop database business intelligence components (presentation layer, business layer, physical layer) for new systems. Perform data warehouse analysis to include the data model, database implementation, ETL processes, data load strategy and the presentation layer. Provide recommendations for design. Develop technical specifications based on requirements. Participate in implementation, test and maintenance of database and/or data warehousing solutions.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Database Administrator (Highlight Technologies, Inc.)

Functional Responsibility: Responsibilities include Develop, test, and move to production database modifications for multiple versions of enterprise data warehouse (EDW) environments. Build, test, tune, monitor and troubleshoot database structures and data migrations (Extract / Transform / Load). Perform unit testing, integration, and ensuring data flows through the established clearing processes correctly and within the schedule parameters.

Build, test, and optimize the scripts used to populate and manipulate data within a database and support the developers using data management tools. Develop, provide, and regularly post to the dashboard database and provide DB related metrics.

Work with a team of software professionals to correct defects and develop new functionality, follow detailed life-cycle processes, utilizing best practices for configuration control and development activities. Thoroughly document database processes and procedures, the database portion of the

lifecycle and support the program efforts to implement mature processes. Provide Tier 3 helpdesk, AIX, and UNIX support as required.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Database Management Specialist I (Highlight Technologies, Inc.)

Functional Responsibility: Provide technical expertise in the design of database structures. The Database Administrator shall have experience in the logical design of database structure. This includes record content and record to record (set) relationships to achieve a desired information processing goals. The individual shall have experience in the design and use of databases in current database environments. The individual shall have experience in translation of the logical design into the schema view of the logical and physical aspects of the database. He/she shall be knowledgeable in the design and translation of schemas to partition the total view of the database into subset views of each distinct application, experience in maintenance of privacy locks and monitoring of sub-schemas validated against the schema and programs compiled against the subschema. The individual shall also be able to determine when and where problems exist in a database and provide solutions to fix those problems found. He/she will institute and implement database archived backup and recovery and performance procedures.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Database Management Specialist II (Highlight Technologies, Inc.)

Functional Responsibility: Provide technical expertise in the design of the database structures. This includes record content and record to record (set) relationships to achieve a desired information processing goal. The individual shall have experience in the design and use of databases in current database environments. The individual shall have experience in translation of the logical design into the schema view of the logical and physical aspects of the database. He/she shall be knowledgeable in the design and translation of schemas to partition the total view of the database into subset views of each distinct application, experience in maintenance of privacy locks and monitoring of subschemas validated against the schema and programs compiled against the subschema. The individual shall also be able to determine when and where problems exist in a database and be able to fix those problems found. He/she will institute and implement archived database backup, performance, and recovery procedures.

Minimum Education: Bachelors Degree

Minimum Experience: 4 Years

Database Management Specialist III (Highlight Technologies, Inc.)

Functional Responsibility: Provide technical expertise in the design of the database structures. This includes record content and record to record (set) relationships to achieve a desired information processing goal. The individual shall have experience in the design and use of databases in current database environments. The individual shall have experience in translation of the logical design into the schema view of the logical and physical aspects of the database. He/she shall be knowledgeable in the design and translation of schemas to partition the total view of the database into subset views of each distinct application, experience in maintenance of privacy locks and monitoring of subschemas validated against the schema and programs compiled against the subschema. The individual shall also be able to

determine when and where problems exist in a database and be able to fix those problems found. He/she will institute and implement archived database backup, performance, and recovery procedures.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Database Management Specialist IV (Highlight Technologies, Inc.)

Functional Responsibility: Provide technical expertise in the design of the database structures. This includes record content and record to record (set) relationships to achieve a desired information processing goal. The individual shall have experience in the design and use of databases in current database environments. The individual shall have experience in translation of the logical design into the schema view of the logical and physical aspects of the database. He/she shall be knowledgeable in the design and translation of schemas to partition the total view of the database into subset views of each distinct application, experience in maintenance of privacy locks and monitoring of subschemas validated against the schema and programs compiled against the subschema. The individual shall also be able to determine when and where problems exist in a database and be able to fix those problems found. He/she will institute and implement archived database backup, performance, and recovery procedures.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

Database Management Specialist V (Highlight Technologies, Inc.)

Functional Responsibility: Provide technical expertise in the design of the database structures. This includes record content and record to record (set) relationships to achieve a desired information processing goal. The individual shall have experience in the design and use of databases in current database environments. The individual shall have experience in translation of the logical design into the schema view of the logical and physical aspects of the database. He/she shall be knowledgeable in the design and translation of schemas to partition the total view of the database into subset views of each distinct application, experience in maintenance of privacy locks and monitoring of subschemas validated against the schema and programs compiled against the subschema. The individual shall also be able to determine when and where problems exist in a database and be able to fix those problems found. He/she will institute and implement archived database backup, performance, and recovery procedures.

Minimum Education: Bachelors Degree

Minimum Experience: 10 Years

Engineer I (RP Professional Services, LLC)

Functional Responsibility: Responsible for the design, development, implementation, and analysis of IT products and systems – both COTs and Custom Built, develops a range of technical products and solutions, knowledgeable with industry-standard concepts, practices, technologies and procedures, requires instructions and guidance for daily tasks and works under immediate supervision.

Minimum Education: Bachelors Degree

Minimum Experience: 1 Year

Engineer II (RP Professional Services, LLC)

Functional Responsibility: Responsible for the design, development, implementation, and analysis of IT products and systems – both COTs and Custom Built, develops a range of technical products and

solutions, knowledgeable with industry-standard concepts, practices, technologies and procedures, requires some instructions and guidance for daily tasks and works under general supervision.

Minimum Education: Bachelors Degree

Minimum Experience: 3 Years

Engineer III (RP Professional Services, LLC)

Functional Responsibility: Responsible for the design, development, implementation, and analysis of IT products and systems – both COTs and Custom Built, develops a range of technical products and solutions, knowledgeable with industry-standard concepts, practices, technologies and procedures, requires little to no instructions and guidance for daily tasks and works under general supervision.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

Engineer IV (RP Professional Services, LLC)

Functional Responsibility: Responsible for the design, development, implementation, and analysis of IT products and systems – both COTs and Custom Built, develops a range of technical products and solutions, knowledgeable with industry-standard concepts, practices, technologies and procedures, SME, will provide guidance to other and may be a leader or supervisor.

Minimum Education: Masters Degree

Minimum Experience: 7 Years

Graphical User Interface Designer (Highlight Technologies, Inc.)

Functional Responsibility: Provide specialized expertise in the design and layout of graphical user interfaces, particularly, screen layouts and functionality for client-server applications (e.g. Microsoft Windows presentation screens). Conduct studies, testing and evaluation of screen prototypes for functionality, ease of use, efficiency, and accuracy. Design online graphical user interfaces for existing and new deliverables, help define user requirements, create wireframes and the visual design of the UI for web-based e-commerce products. Present user interface concepts and design approaches clearly and convincingly Coordinating interface solutions with Program Managers and Product Managers for specific assignments. Act as a resource for implementation troubleshooting, etc., work with the web development and engineering teams to meet technical requirements for projects, act as a primary decision maker regarding all User Interface designs.

Minimum Education: Bachelors Degree

Minimum Experience: 7 Years

Information Assurance Specialist (Highlight Technologies, Inc.)

Functional Responsibility: Develop Certification and Accreditation (C&A) documentation for Federal systems. Generate all required artifacts for a fully compliant C&A package. Maintain updating existing C&A artifacts and stay current with customer Agency and Federal C&A requirements. Support annual C&A activities such as self-assessments, contingency plan tests, and vulnerability scans.

Review system change requests (SCRs) and provide security impact assessment for changes. Perform security awareness and other security related training. Advise on information privacy considerations such as protection of personally identifiable information (PII). As tasked, serve as Assistant Information System Security Officer (AISSO) for an application.

Develop Interface Control Agreements (ICAs) that specify technical specifications for the integration of internal and external systems. Coordinate and facilitate meetings with external system owners, develop definition of technical specifications for field attributes with external system owners, develop agreement of communication protocols with external system owners, and ensure compliance with agency security requirements. Document Standard Operating Procedures (SOPs), Service Level Agreements (SLAs), installation/connection guides, and supporting detailed design documents.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Information Assurance Specialist II (Highlight Technologies, Inc.)

Functional Responsibility: Develop Certification and Accreditation (C&A) documentation for Federal systems. Generate all required artifacts for a fully compliant C&A package. Maintain updating existing C&A artifacts and stay current with customer Agency and Federal C&A requirements. Support annual C&A activities such as self-assessments, contingency plan tests, and vulnerability scans.

Review system change requests (SCRs) and provide security impact assessment for changes. Perform security awareness and other security related training. Advise on information privacy considerations such as protection of personally identifiable information (PII). As tasked, serve as Assistant Information System Security Officer (AISSO) for an application.

Develop Interface Control Agreements (ICAs) that specify technical specifications for the integration of internal and external systems. Coordinate and facilitate meetings with external system owners, develop definition of technical specifications for field attributes with external system owners, develop agreement of communication protocols with external system owners, and ensure compliance with agency security requirements.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

Information Assurance Specialist III (Highlight Technologies, Inc.)

Functional Responsibility: Develop Certification and Accreditation (C&A) documentation for Federal systems. Generate all required artifacts for a fully compliant C&A package. Maintain updating existing C&A artifacts and stay current with customer Agency and Federal C&A requirements. Support annual C&A activities such as self-assessments, contingency plan tests, and vulnerability scans.

Review system change requests (SCRs) and provide security impact assessment for changes. Perform security awareness and other security related training. Advise on information privacy considerations such as protection of personally identifiable information (PII). As tasked, serve as Assistant Information System Security Officer (AISSO) for an application.

Develop Interface Control Agreements (ICAs) that specify technical specifications for the integration of internal and external systems. Coordinate and facilitate meetings with external system owners, develop definition of technical specifications for field attributes with external system owners, develop agreement of communication protocols with external system owners, and ensure compliance with agency security requirements. Document Standard Operating Procedures (SOPs), Service Level Agreements (SLAs), installation/connection guides, and supporting detailed design documents.

Minimum Education: Bachelors Degree

Minimum Experience: 10 Years

IT Analyst I (Highlight Technologies, Inc.)

Functional Responsibility: Basic knowledge of task order-specific requirements, or developing functional requirements for small projects. Required to work under only general direction. Assists with work in the area of discipline (Operations Analysis, T&E/IV&V, CM, QA, Technical Documentation, Information Security, Financial Management and Administration, Program Support, etc.) as specified in the task orders. Participates in various testing functions (i.e., string and acceptance tests) to verify that results are correct. Supports development of requirements of functional products/services (including specifications, feasibility studies, requirement analysis) from inception to conclusion on simple to complex projects. Maintains and updates functional or operating manuals outlining established methods of performing work in accordance with organizational policy and industry standards under guidance of Functional Analyst.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

IT Analyst II (Highlight Technologies, Inc.)

Functional Responsibility: Basic knowledge of task order specific requirements, or developing functional requirements for small projects. Can perform work with minimal or no general direction. Ensures that work in area of discipline (Operations Analysis, T&E/IV&V, CM, QA, Technical Documentation, Information Security, Financial Management and Administration, Program Support, etc.) is as specified in the task orders. Participates in various testing functions (i.e., string and acceptance tests) to verify that results are correct. Develops requirements of functional products/services (including specifications, feasibility studies, requirement analysis) from inception to conclusion on simple to complex projects. Performs functional analysis to identify required tasks and their interrelationships. Identifies resources required. Maintains and updates functional or operating manuals outlining established methods of performing work in accordance with organizational policy and industry standards under guidance of Senior Functional Analyst.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

IT Analyst III (Highlight Technologies, Inc.)

Functional Responsibility: Functional knowledge of task order specific requirements, or developing functional requirements for small to mid-size projects or specific tasks. Demonstrated ability to work independently or under only general direction of the Principal Functional Analyst. Leads a medium to large team performing tasking in area of discipline or related areas (Operations Analysis, T&E/IV&V, CM, QA, Technical Documentation, Information Security, Financial Management and Administration, Program Support, etc.), or independently performs highly complex tasks in area of discipline or related areas. Works with the Principal Functional Analyst to define and document task requirements. Performs systematic reviews of selected functions to determine application and design against defined requirements. Develops and updates functional or operating manuals outlining established methods of performing work in accordance with organizational policy. Provides functional guidance on assigned tasks.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

IT Specialist I (Highlight Technologies, Inc.)

Functional Responsibility: Provides first-level, intermediate, support to users. Applies software, hardware, and/or information technology to troubleshoot user or system problems. Routes complex problems to more experienced technical specialists. May provide installation support to include cable/network infrastructure. May possess knowledge of document imaging, document management, and workflow COTS systems.

Minimum Education: High School Degree

Minimum Experience: 2 Years

IT Specialist I (RP Professional Services, LLC)

Functional Responsibility: Responsible for the full lifecycle of support and service of Hardware and Software solutions. This includes any combination of desktops, laptops, tablet, mobile devices, on-prem & virtual servers, databases, and other IT peripheral devices, may design and prepare technical reports, may interact with end users, knowledgeable with industry-standard concepts, practices, technologies and procedures, requires instructions and guidance for daily tasks and works under immediate supervision.

Minimum Education: Bachelors Degree

Minimum Experience: 1 Year

IT Specialist II (Highlight Technologies, Inc.)

Functional Responsibility: Provides support to users on issues of moderate complexity. Applies knowledge of state-of-the-art software, hardware, network infrastructure, and information technology to troubleshoot user/system problems. Provide installation services and define facilities requirements. Routes highly complex problems to more experienced technical specialists. May possess knowledge of structured cabling systems, document imaging, document management, and workflow COTS systems.

Minimum Education: Bachelors Degree

Minimum Experience: 4 Years

IT Specialist II (RP Professional Services, LLC)

Functional Responsibility: Responsible for the full lifecycle of support and service of Hardware and Software solutions. This includes any combination of desktops, laptops, tablet, mobile devices, on-prem & virtual servers, databases, and other IT peripheral devices, may design and prepare technical reports, may interact with end users, knowledgeable with industry-standard concepts, practices, technologies and procedures, requires some instructions and guidance for daily tasks and works under general supervision.

Minimum Education: Bachelors Degree

Minimum Experience: 3 Years

IT Specialist III (Highlight Technologies, Inc.)

Functional Responsibility: Applies expertise and knowledge of state-of-the-art software, hardware, network infrastructure, and/or information technology to troubleshoot complex user/system problems. May possess knowledge of document imaging, document management, and workflow COTS systems. May provide guidance to lower level technical specialists.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

IT Specialist III (RP Professional Services, LLC)

Functional Responsibility: Responsible for the full lifecycle of support and service of Hardware and Software solutions. This includes any combination of desktops, laptops, tablet, mobile devices, on-prem & virtual servers, databases, and other IT peripheral devices, may design and prepare technical reports, may interact with end users, knowledgeable with industry-standard concepts, practices, technologies and procedures, requires little to no instructions and guidance for daily tasks and works under general supervision.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

IT Specialist IV (RP Professional Services, LLC)

Functional Responsibility: Responsible for the full lifecycle of support and service of Hardware and Software solutions. This includes any combination of desktops, laptops, tablet, mobile devices, on-prem & virtual servers, databases, and other IT peripheral devices, may design and prepare technical reports, may interact with end users, knowledgeable with industry-standard concepts, practices, technologies and procedures, SME, will provide guidance to other and may be a leader or supervisor.

Minimum Education: Bachelors Degree

Minimum Experience: 7 Years

Jr. Project Manager (RP Professional Services, LLC)

Functional Responsibility: Responsible for assisting with all aspects of field and/or task-level project performance (i.e., technical, contractual, administrative, financial), manages project performance and ensures project remains on-track, may supervise project personnel, organizes and assigns responsibilities to subordinates, oversees the successful completion of all assigned tasks, and maintains customer contacts to ensure conformity to all contractual obligations, requires little to no instructions and guidance for daily tasks and works under general supervision and will provide guidance to other and may be a supervisor.

Minimum Education: Bachelors Degree

Minimum Experience: 3 Years

Privacy Consultant (Highlight Technologies, Inc.)

Functional Responsibility: Help government and/or commercial customers understand key security and privacy issues, risks, exposures and vulnerabilities using workshops and assessments. Develop security and privacy programs to meet customer needs. Architect secure solutions to address specific security and privacy requirements. Responsibilities may include: interpreting industry and federal security and privacy standards in the context of customer environments, develop policies and procedures, analyze

customer gaps against the standards, plan remediation actions to bring customer into compliance with standards and lead projects and manage client relationships.

Minimum Education: Bachelors Degree

Minimum Experience: 10 Years

Program Manager III (Highlight Technologies, Inc.)

Functional Responsibility: Performs day-to-day management of overall contract support operations, possibly involving multiple projects and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning and production of all contract support activities. Demonstrates written and oral communication skills. At least eight (8) years of direct supervision of IT software development, integration, maintenance projects, and/or telecommunications systems. Must be capable of leading projects that involve the successful management of teams composed of data processing and other information management professionals who have been involved in analysis, design, integration, testing, documenting, converting, extending, and implementing automated information and/or telecommunications systems.

Minimum Education: Bachelors Degree

Minimum Experience: 12 Years

Project Manager I (Highlight Technologies, Inc.)

Functional Responsibility: Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. May work under a Program Manager for multiple projects. Identifies, acquires, and utilizes company resources to achieve project technical objectives. Establishes priorities, task assignment and completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role and ensures timely delivery of all specified deliverables. Identifies all task responsibilities and reports any changes or suggestions accordingly to a senior Project Manager or Program Manager. Supervises the training of new personnel under the project to assure compliance with government regulations, codes, and Company policy and procedures. Participates in contract negotiations.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

Project Manager II (Highlight Technologies, Inc.)

Functional Responsibility: Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. May work under a Program Manager for multiple projects. Identifies, acquires, and utilizes company resources to achieve project technical objectives. Establishes priorities, task assignment and completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role and ensures timely delivery of all specified deliverables. Identifies all task responsibilities and reports any changes or suggestions accordingly to a senior Project Manager or Program Manager. Supervises the training of new personnel under the project to assure compliance with government regulations, codes, and Company policy and procedures. Participates in contract negotiations.

Minimum Education: Bachelors Degree

Minimum Experience: 7 Years

Project Manager III (Highlight Technologies, Inc.)

Functional Responsibility: Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. May work under a Program Manager for multiple projects. Identifies, acquires, and utilizes company resources to achieve project technical objectives. Establishes priorities, task assignment and completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role and ensures timely delivery of all specified deliverables. Identifies all task responsibilities and reports any changes or suggestions accordingly to a senior Project Manager or Program Manager. Supervises the training of new personnel under the project to assure compliance with government regulations, codes, and Company policy and procedures. Participates in contract negotiations.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

Project Manager IV (Highlight Technologies, Inc.)

Functional Responsibility: Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. May work under a Program Manager for multiple projects. Identifies, acquires, and utilizes company resources to achieve project technical objectives. Establishes priorities, task assignment, and completion. Ensures quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role and ensures timely delivery of all specified deliverables. Identifies all task responsibilities and reports any changes or suggestions accordingly to a senior Project Manager or Program Manager. Supervises the training of new personnel under the project to assure compliance with government regulations, codes, and Company policy and procedures. Participates in contract negotiations.

Minimum Education: Bachelors Degree

Minimum Experience: 10 Years

Requirements Analyst I (Highlight Technologies, Inc.)

Functional Responsibility: Supports team efforts to develop and modify complex systems and subsystems to enhance an overall operational system. Exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs and developing procedures to resolve the problems. Develops complete specifications to enable computer programmers to prepare required programs. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new system.

Minimum Education: Bachelors Degree

Minimum Experience: 4 Years

Requirements Analyst II (Highlight Technologies, Inc.)

Functional Responsibility: Supports team efforts to develop and modify complex systems and subsystems to enhance an overall operational system. Exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs and developing procedures to resolve the problems. Develops complete specifications to enable computer programmers to prepare required programs. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new system.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Requirements Analyst III (Highlight Technologies, Inc.)

Functional Responsibility: Supports team efforts to develop and modify complex systems and subsystems to enhance an overall operational system. Exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs and developing procedures to resolve the problems. Develops complete specifications to enable computer programmers to prepare required programs. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new system.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

Requirements Analyst IV (Highlight Technologies, Inc.)

Functional Responsibility: Supports team efforts to develop and modify complex systems and subsystems to enhance an overall operational system. Exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs and developing procedures to resolve the problems. Develops complete specifications to enable computer programmers to prepare required programs. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new system.

Minimum Education: Bachelors Degree

Minimum Experience: 10 Years

Requirements Analyst V (Highlight Technologies, Inc.)

Functional Responsibility: Supports team efforts to develop and modify complex systems and subsystems to enhance an overall operational system. Exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs and developing procedures to resolve the problems. Develops complete specifications to enable computer programmers to prepare required programs. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers and orients users to new system.

Minimum Education: Bachelors Degree

Minimum Experience: 12 Years

Research Associate (Highlight Technologies, Inc.)

Functional Responsibility: Prepares research design as the basis for project planning; develops and revises supporting work plans; reviews, edits and improves draft research designs; proposes research strategic and innovative approaches to technical problems; advises team members and customer representatives concerning research design, concepts and requirements; arranges and participates in work coordination meetings concerning project activities; drafts meetings summaries, position papers, progress reports and related correspondence for internal and customer approval; prepares charts and graphic materials for briefings, reports and presentations; attends symposium and conferences for the exchange of technical data.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Sr. Data Modeler (Highlight Technologies, Inc.)

Functional Responsibility: Perform comprehensive analysis of the existing system designs to include the data model, database implementation, ETL processes, data load strategy and presentation layer. Provide recommendations for redesign. Develop technical specifications based on requirements.

Maintain system data framework and architecture. Evaluate and support software and hardware upgrades. Determine system capability and user access processes. Participate in configuration management efforts, coordinating with configuration management staff as appropriate.

Develop database business intelligence components (presentation layer, business layer, physical layer) for new systems. Perform data warehouse analysis to include the data model, database implementation, ETL processes, data load strategy and the presentation layer. Provide recommendations for design. Develop technical specifications based on requirements. Participate in implementation, test and maintenance of database and/or data warehousing solutions.

Minimum Education: Bachelors Degree

Minimum Experience: 10 Years

Technical Writer I (Highlight Technologies, Inc.)

Functional Responsibility: Responsible for the preparation, review, revision, and maintenance of technical documents including software and systems engineering, system operations, testing, and user documentation. Writes and edits technical documentation for all of the project's hardware and software to include installation, configuration and how-to documentation. Creates code documentation for software; produces implementation guides and end-user guides for capabilities; provides field, data definition, and data flow documentation and formats technical publications from pamphlets, technical drawings, and consultations with technical personnel and other available resources.

Minimum Education: Bachelors Degree

Minimum Experience: 3 Years

Technical Writer II (Highlight Technologies, Inc.)

Functional Responsibility: Responsible for the preparation, review, revision, and maintenance of technical documents including software and systems engineering, system operations, testing, and user documentation. Writes and edits technical documentation for all of the project's hardware and software to include installation, configuration and how-to documentation. Creates code documentation for software; produces implementation guides and end-user guides for capabilities; provides field, data definition, and data flow documentation and formats technical publications from pamphlets, technical drawings, and consultations with technical personnel and other available resources.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

Technical Writer IV (Highlight Technologies, Inc.)

Functional Responsibility: Responsible for the preparation, review, revision, and maintenance of technical documents including software and systems engineering, system operations, testing, and user documentation. Writes and edits technical documentation for all of the project's hardware and software to include installation, configuration and how-to documentation. Creates code documentation for software; produces implementation guides and end-user guides for capabilities; provides field, data definition, and data flow documentation and formats technical publications from pamphlets, technical drawings, and consultations with technical personnel and other available resources.

Minimum Education: Bachelors Degree

Minimum Experience: 10 Years

Web Developer (Highlight Technologies, Inc.)

Functional Responsibility: Perform Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia

conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.

Minimum Education: Bachelors Degree

Minimum Experience: 4 Years

Web Developer IV (Highlight Technologies, Inc.)

Functional Responsibility: Perform Web Site development from conception to implementation, including planning, content development, design, and programming. Provides enhancement, multimedia conversion, maintenance, site administration, and limited hosting services. Provides quality control services and demonstrated expertise in both current Internet related software languages and current interactive Web Site developments.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

Experience & Degree Substitution Equivalencies

*Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

Labor Category	Standard Qualifications		Substitutions				
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Business/Systems Analyst I (RP Professional Services, LLC)	Bachelors	1	0	0	1	3	5
Business/Systems Analyst II (RP Professional Services, LLC)	Bachelors	3	0	1	3	5	7
Business/Systems Analyst III (RP Professional Services, LLC)	Bachelors	5	1	3	5	7	9
Business/Systems Analyst IV (RP Professional Services, LLC)	Masters	7	5	7	9	11	13
Computer Security Systems Specialist II (Highlight Technologies, Inc.)	Bachelors	8	4	6	8	10	12
Data Analyst (Highlight Technologies, Inc.)	Bachelors	4	0	2	4	6	8
Data Modeler (Highlight Technologies, Inc.)	Bachelors	6	2	4	6	8	10
Database Administrator (Highlight Technologies, Inc.)	Bachelors	6	2	4	6	8	10
Database Management Specialist I (Highlight Technologies, Inc.)	Bachelors	2	0	0	2	4	6
Database Management Specialist II (Highlight Technologies, Inc.)	Bachelors	4	0	2	4	6	8
Database Management Specialist III (Highlight Technologies, Inc.)	Bachelors	6	2	4	6	8	10
Database Management Specialist IV (Highlight Technologies, Inc.)	Bachelors	8	4	6	8	10	12

Labor Category	Standard Qualifications		Substitutions				
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Database Management Specialist V (Highlight Technologies, Inc.)	Bachelors	10	6	8	10	12	14
Engineer I (RP Professional Services, LLC)	Bachelors	1	0	0	1	3	5
Engineer II (RP Professional Services, LLC)	Bachelors	3	0	1	3	5	7
Engineer III (RP Professional Services, LLC)	Bachelors	5	1	3	5	7	9
Engineer IV (RP Professional Services, LLC)	Masters	7	5	7	9	11	13
Graphical User Interface Designer (Highlight Technologies, Inc.)	Bachelors	7	3	5	7	9	11
Information Assurance Specialist (Highlight Technologies, Inc.)	Bachelors	6	2	4	6	8	10
Information Assurance Specialist II (Highlight Technologies, Inc.)	Bachelors	8	4	6	8	10	12
Information Assurance Specialist III (Highlight Technologies, Inc.)	Bachelors	10	6	8	10	12	14
IT Analyst I (Highlight Technologies, Inc.)	Bachelors	2	0	0	2	4	6
IT Analyst II (Highlight Technologies, Inc.)	Bachelors	5	1	3	5	7	9
IT Analyst III (Highlight Technologies, Inc.)	Bachelors	8	4	6	8	10	12
IT Specialist I (Highlight Technologies, Inc.)	High School	2	0	0	0	0	2
IT Specialist I (RP Professional Services, LLC)	Bachelors	1	0	0	1	3	5
IT Specialist II (Highlight Technologies, Inc.)	Bachelors	4	0	2	4	6	8
IT Specialist II (RP Professional Services, LLC)	Bachelors	3	0	1	3	5	7
IT Specialist III (Highlight Technologies, Inc.)	Bachelors	6	2	4	6	8	10
IT Specialist III (RP Professional Services, LLC)	Bachelors	5	1	3	5	7	9
IT Specialist IV (RP Professional Services, LLC)	Bachelors	7	3	5	7	9	11
Jr. Project Manager (RP Professional Services, LLC)	Bachelors	3	0	1	3	5	7
Privacy Consultant (Highlight Technologies, Inc.)	Bachelors	10	6	8	10	12	14
Program Manager III (Highlight Technologies, Inc.)	Bachelors	12	8	10	12	14	16
Project Manager I (Highlight Technologies, Inc.)	Bachelors	5	1	3	5	7	9

Labor Category	Standard Qualifications		Substitutions				
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Project Manager II (Highlight Technologies, Inc.)	Bachelors	7	3	5	7	9	11
Project Manager III (Highlight Technologies, Inc.)	Bachelors	8	4	6	8	10	12
Project Manager IV (Highlight Technologies, Inc.)	Bachelors	10	6	8	10	12	14
Requirements Analyst I (Highlight Technologies, Inc.)	Bachelors	4	0	2	4	6	8
Requirements Analyst II (Highlight Technologies, Inc.)	Bachelors	6	2	4	6	8	10
Requirements Analyst III (Highlight Technologies, Inc.)	Bachelors	8	4	6	8	10	12
Requirements Analyst IV (Highlight Technologies, Inc.)	Bachelors	10	6	8	10	12	14
Requirements Analyst V (Highlight Technologies, Inc.)	Bachelors	12	8	10	12	14	16
Research Associate (Highlight Technologies, Inc.)	Bachelors	2	0	0	2	4	6
Sr. Data Modeler (Highlight Technologies, Inc.)	Bachelors	10	6	8	10	12	14
Technical Writer I (Highlight Technologies, Inc.)	Bachelors	3	0	1	3	5	7
Technical Writer II (Highlight Technologies, Inc.)	Bachelors	5	1	3	5	7	9
Technical Writer IV (Highlight Technologies, Inc.)	Bachelors	10	6	8	10	12	14
Web Developer (Highlight Technologies, Inc.)	Bachelors	4	0	2	4	6	8
Web Developer IV (Highlight Technologies, Inc.)	Bachelors	8	4	6	8	10	12

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Labor Category Descriptions

Administrative Assistant I ** (Highlight Technologies, Inc.)

Functional Responsibility: Administrative Assistant will have the skills requisite to perform the functions described in the client's statement of work. Demonstrated proficiency in administrative support. Knowledge of general office software. Ability to type at a minimum of 40 words per minute. Ability to plan, organize, and prioritize work assignments. Ability to deal successfully with wide range of personnel on all levels. Excellent oral/written communications skills. Demonstrated ability to perform word processing and data entry of appropriate software [normally MS Office suite]. Excellent oral and written communication skills and the ability to interact successfully with a multitude of personnel. Ability to set priorities and work under tight deadlines. Familiarity with and possessing an understanding or arithmetic and/or accounting.

Minimum Education: High School Degree

Minimum Experience: 4 Years

Administrative Assistant II ** (Highlight Technologies, Inc.)

Functional Responsibility: Administrative Assistant will have the skills requisite to perform the functions described in the client's statement of work. Demonstrated proficiency in administrative support. Knowledge of general office software. Ability to type at a minimum of 40 words per minute. Ability to plan, organize, and prioritize work assignments. Ability to deal successfully with wide range of personnel on all levels. Excellent oral/written communications skills. Demonstrated ability to perform word processing and data entry of appropriate software [normally MS Office suite]. Excellent oral and written communication skills and the ability to interact successfully with a multitude of personnel. Ability to set priorities and work under tight deadlines. Familiarity with and possessing an understanding or arithmetic and/or accounting.

Minimum Education: High School Degree

Minimum Experience: 6 Years

Business Analyst I (Highlight Technologies, Inc.)

Functional Responsibility: Possess knowledge of applying analytic methodologies and principles to address client's needs. Supports analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conducts activities in support of project team's objectives. Works with supervision on team of analysts using systems, queuing, and internal document handling procedures; works with customer counterparts on analysis requirements and reporting.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

Business Analyst II (Highlight Technologies, Inc.)

Functional Responsibility: Possesses demonstrated knowledge and experience applying analytic methodologies and principles to address client needs. Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Performs analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conducts activities in support of project

team's objectives. Works with supervision on team of analysts using systems, queuing, and internal document handling procedures; works with customer counterparts on analysis requirements and reporting.

Minimum Education: Bachelors Degree

Minimum Experience: 7 Years

Business Analyst III (Highlight Technologies, Inc.)

Functional Responsibility: Possesses demonstrated knowledge and experience applying analytic methodologies and principles to address client needs. Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Performs analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conducts activities in support of project team's objectives. The Analyst works independently or under general direction to resolve complex application problems Coordinates with the Program Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval.

Minimum Education: Bachelors Degree

Minimum Experience: 9 Years

Junior Technical Writer (Highlight Technologies, Inc.)

Functional Responsibility: Assist technical writers in preparing documents such as technical reports, training manuals, user manuals, implementation guides, and hardware and software specifications under the immediate direction of other technical writers. Researches and collects information from subject matter experts and other sources. Analyzes, interprets, and cross-check information to ensure accuracy. Organizes information, determines optimum method of presentation, and creates content according to plan. Responsible for completeness, accuracy, and overall quality of all content he/she produces.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Program Manager I (Highlight Technologies, Inc.)

Functional Responsibility: The individual serves as the Program Manager for employing multiple disciplines in the planning, analysis, design, implementation and support of assigned tasks. Program Manager for large multi-task efforts, applying a wide spectrum of disciplines for the planning, analysis, design, implementation and support of assigned tasks. He or she oversees the development of analytical and computational techniques and methodologies for problem solutions. Directs enterprise wide strategic systems planning, business information planning, business and analysis. Manages process and data modeling in support of the planning and analysis efforts using both manual and automated tools. Experienced in the program/project management field. Responsible for establishing and implementing work standards and processes, delegating contractor/subcontractor assignments, supervising contractor personnel and communicating policies, purposes, and goals to subordinates, and overall surveillance and operational success of assigned tasks. Manages small programs of work consisting of 2-3 projects.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

Program Manager II (Highlight Technologies, Inc.)

Functional Responsibility: The individual serves as the Program Manager for employing multiple disciplines in the planning, analysis, design, implementation and support of assigned tasks. Program Manager for large multi-task efforts, applying a wide spectrum of disciplines for the planning, analysis, design, implementation and support of assigned tasks. He or she oversees the development of analytical and computational techniques and methodologies for problem solutions. Directs enterprise wide strategic systems planning, business information planning, business and analysis. Manages process and data modeling in support of the planning and analysis efforts using both manual and automated tools. Experienced in the program/project management field. Responsible for establishing and implementing work standards and processes, delegating contractor/subcontractor assignments, supervising contractor personnel and communicating policies, purposes, and goals to subordinates, and overall surveillance and operational success of assigned tasks. Manages small programs of work consisting of 4-6 projects.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

Program Manager III (Highlight Technologies, Inc.)

Functional Responsibility: The individual serves as the Program Manager for employing multiple disciplines in the planning, analysis, design, implementation and support of assigned tasks. Program Manager for large multi-task efforts, applying a wide spectrum of disciplines for the planning, analysis, design, implementation and support of assigned tasks. He or she oversees the development of analytical and computational techniques and methodologies for problem solutions. Directs enterprise wide strategic systems planning, business information planning, business and analysis. Manages process and data modeling in support of the planning and analysis efforts using both manual and automated tools. Experienced in the program/project management field. Responsible for establishing and implementing work standards and processes, delegating contractor/subcontractor assignments, supervising contractor personnel and communicating policies, purposes, and goals to subordinates, and overall surveillance and operational success of assigned tasks. Manages small programs of work consisting of 7-9 or more projects.

Minimum Education: Bachelors Degree

Minimum Experience: 10 Years

Program Manager III (RP Professional Services, LLC)

Functional Responsibility: Responsible for assisting with all aspects of field and/or task-level project performance (i.e., technical, contractual, administrative, financial), manages project performance and ensures project remains on-track, may supervise project personnel, organizes and assigns responsibilities to subordinates, oversees the successful completion of all assigned tasks, and maintains customer contacts to ensure conformity to all contractual obligations, knowledgeable with industry-standard concepts, practices, technologies and procedures, will provide guidance to other and may be a leader or supervisor.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

Program Manager IV (RP Professional Services, LLC)

Functional Responsibility: Responsible for assisting with all aspects of field and/or task-level project performance (i.e., technical, contractual, administrative, financial), manages project performance and

ensures project remains on-track, may supervise project personnel, organizes and assigns responsibilities to subordinates, oversees the successful completion of all assigned tasks, and maintains customer contacts to ensure conformity to all contractual obligations, knowledgeable with industry-standard concepts, practices, technologies and procedures, will provide guidance to other and may be a leader or supervisor.

Minimum Education: Masters Degree

Minimum Experience: 7 Years

Program Support I (Highlight Technologies, Inc.)

Functional Responsibility: Provides any needed general administrative support to a project team including, but not limited to, team and project scheduling, document development and management, document librarian functions, desktop publishing, and visitor control. Knowledge of word processing, spreadsheet, presentation, and some database programs (such as Microsoft Office).

Minimum Education: High School Degree

Minimum Experience: 2 Years

Program Support I (RP Professional Services, LLC)

Functional Responsibility: Provides administrative or highly adaptable general support to further the customer's mission, work's directly with client staff, knowledgeable with industry-standard concepts, practices, technologies and procedures, requires instructions and guidance for daily tasks and works under immediate supervision.

Minimum Education: Associates Degree

Minimum Experience: 1 Year

Program Support II (Highlight Technologies, Inc.)

Functional Responsibility: Provides any needed general administrative support to a project team including, but not limit to, team and project scheduling, document development and management, document librarian functions, desktop publishing, and visitor control. Adapts procedures, techniques, tools, materials, and/or equipment to meet special needs and complete a variety of tasks with increasing complexity and reflecting a high degree of variety. Knowledge of word processing, spreadsheet, presentation, and some database programs (such as Microsoft Office).

Minimum Education: Bachelors Degree

Minimum Experience: 4 Years

Program Support II (RP Professional Services, LLC)

Functional Responsibility: Provides administrative or highly adaptable general support to further the customer's mission, work's directly with client staff, knowledgeable with industry-standard concepts, practices, technologies and procedures, requires some instructions and guidance for daily tasks and works under general supervision.

Minimum Education: Bachelors Degree

Minimum Experience: 3 Years

Program Support III (Highlight Technologies, Inc.)

Functional Responsibility: Provides any needed general administrative support to a project team including, but not limited to, team and project scheduling, document development and management, document librarian functions, desktop publishing, and visitor control. May act as a resource to less experienced employees. Judgment and initiative may be required in resolving routine problems and making routine recommendations. May be responsible for portions of a larger project. May request information and guide work from lower-level staff. Works under general or minimal supervision. May act independently to plan and accomplish routine assignments. Typically receives general instructions on new assignments. Knowledge of word processing, spreadsheet, presentation and some database programs (such as Microsoft Office). Additional working knowledge of desktop publishing programs.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Program Support III (RP Professional Services, LLC)

Functional Responsibility: Provides administrative or highly adaptable general support to further the customer's mission, work's directly with client staff, knowledgeable with industry-standard concepts, practices, technologies and procedures, requires little to no instructions and guidance for daily tasks and works under general supervision.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

Program Support IV (RP Professional Services, LLC)

Functional Responsibility: Provides administrative or highly adaptable general support to further the customer's mission, work's directly with client staff, knowledgeable with industry-standard concepts, practices, technologies and procedures, SME, will provide guidance to other and may be a leader or supervisor.

Minimum Education: Bachelors Degree

Minimum Experience: 7 Years

Project Manager (Highlight Technologies, Inc.)

Functional Responsibility: Provides planning, direction, and coordination functions of a designated project to ensure contract performance requirements and objectives are accomplished. Manages staff, budget, prioritization, and other contractual matters. Responsible for setting and attaining budget, schedule, and performance standards. Monitors and controls expenditures within limitations of project budget. Acts as the single focal point for planning and executing task orders awarded. Is the primary point of contact for the customer. Oversees all work and takes corrective action as necessary to ensure project success. May also serve as the technical lead.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Senior Consultant/Technical Specialist I (Highlight Technologies, Inc.)

Functional Responsibility: This individual should have extensive experience in such activities such as financial monitoring, contract budgeting, foreign assistance strategies, recruiting and staffing key contract positions, and client relationship development and management. This labor category includes

professionals with extensive subject matter knowledge and expertise, program management credentials, international and domestic work experience and experience in managing and/or providing technical assistance in an environment of complex multiyear and multi-objective programs. The individual may act as a Senior Program Director, Chief of Party, Key Principal, Senior Technical Advisor or related position. Understands business practices, market position and deployment of technology into mission environments. Demonstrated exceptional written and oral communications skills. Specialized experience may include facilitation, training, methodology and evaluation, process reengineering across all phases, identifying best practices, organizational development, activity.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Senior Consultant/Technical Specialist II (Highlight Technologies, Inc.)

Functional Responsibility: This individual should have extensive experience in such activities such as financial monitoring, contract budgeting, foreign assistance strategies, recruiting and staffing key contract positions, and client relationship development and management. This labor category includes professionals with extensive subject matter knowledge and expertise, program management credentials, international and domestic work experience and experience in managing and/or providing technical assistance in an environment of complex multiyear and multi-objective programs. The individual may act as a Program Director, Principal, Technical Advisor or related position. Understands business practices, market position and deployment of technology into mission environments. Provides group facilitation, interviewing, training, and provides additional forms knowledge transfer. Specialized experience may include facilitation, training, methodology and evaluation, process reengineering across all phases, identifying best practices, organizational development, activity. Must have experience in execution of key project areas.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

Senior Consultant/Technical Specialist III (Highlight Technologies, Inc.)

Functional Responsibility: This individual should have extensive experience in such activities such as financial monitoring, contract budgeting, foreign assistance strategies, recruiting and staffing key contract positions, and client relationship development and management. This labor category includes professionals with extensive subject matter knowledge and expertise, program management credentials, international and domestic work experience and experience in supporting and/or providing technical assistance in an environment of complex multiyear and multi-objective programs. The individual may act as a Program Director, Principal, Key Technical Advisor or related position. Understands business practices, market position and deployment of technology into mission environments. Demonstrated exceptional written and oral communications skills. Specialized experience may include facilitation, training, methodology and evaluation, process reengineering across all phases, identifying best practices, organizational development, activity. Must have experience in execution of key project areas.

Minimum Education: Masters Degree

Minimum Experience: 12 Years

Senior Technical Consultant III (RP Professional Services, LLC)

Functional Responsibility: Provides senior-level knowledge and input to the customer, responsible for developing business solutions, knowledgeable with industry-standard concepts, practices, technologies and procedures, requires little to no instructions and guidance for daily tasks and works under general supervision.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

Senior Technical Consultant IV (RP Professional Services, LLC)

Functional Responsibility: Provides senior-level knowledge and input to the customer, responsible for developing business solutions, knowledgeable with industry-standard concepts, practices, technologies and procedures, SME, will provide guidance to other and may be a leader or supervisor.

Minimum Education: Masters Degree

Minimum Experience: 7 Years

SME I (RP Professional Services, LLC)

Functional Responsibility: Providing analytical, research and technical Subject Matter Expertise, supports client staff, knowledgeable with industry-standard concepts, practices, technologies and procedures, requires instructions and guidance for daily tasks and works under immediate supervision.

Minimum Education: Bachelors Degree

Minimum Experience: 1 Year

SME II (RP Professional Services, LLC)

Functional Responsibility: Providing analytical, research and technical Subject Matter Expertise, supports client staff, knowledgeable with industry-standard concepts, practices, technologies and procedures, requires some instructions and guidance for daily tasks and works under general supervision.

Minimum Education: Bachelors Degree

Minimum Experience: 3 Years

SME III (RP Professional Services, LLC)

Functional Responsibility: Providing analytical, research and technical Subject Matter Expertise, supports client staff, knowledgeable with industry-standard concepts, practices, technologies and procedures, requires little to no instructions and guidance for daily tasks and works under general supervision.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

SME IV (RP Professional Services, LLC)

Functional Responsibility: Providing analytical, research and technical Subject Matter Expertise, supports client staff, knowledgeable with industry-standard concepts, practices, technologies and procedures, will provide guidance to other and may be a leader or supervisor.

Minimum Education: Masters Degree

Minimum Experience: 7 Years

Subject Matter Expert I (Highlight Technologies, Inc.)

Functional Responsibility: Authoritative or respected position in a client's enterprise environment, management systems and practices, or a specific technology area such as complex enterprise networks, information exchange architectures, information assurance, directory services, or network performance engineering. Performs research and functional and empirical analyses and recommends solutions related to the design, development, deployment and integration of complex enterprise or management systems. Offers uncommon subject matter expertise for client specified issues. Experienced in major enterprise development and operating environments with a broad knowledge of information architecture and operating systems AND/OR experienced in large-scale integrated organizational management systems and approaches with a broad knowledge of the interdependent dynamics of various functional operating areas on organizational performance. Covers a broad range specific careers where a level of specialized expertise is required.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

Subject Matter Expert II (Highlight Technologies, Inc.)

Functional Responsibility: Authoritative or respected position in a client's enterprise environment, management systems and practices, or a specific technology area such as complex enterprise networks, information exchange architectures, information assurance, directory services, or network performance engineering. Performs research and functional and empirical analyses and recommends solutions related to the design, development, deployment and integration of complex enterprise or management systems. Offers uncommon subject matter expertise for client specified issues. Experienced in major enterprise development and operating environments with a broad knowledge of information architecture and operating systems AND/OR experienced in large-scale integrated organizational management systems and approaches with a broad knowledge of the interdependent dynamics of various functional operating areas on organizational performance. Covers a broad range specific careers where a fairly high level of specialized expertise is required.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

Subject Matter Expert III (Highlight Technologies, Inc.)

Functional Responsibility: Authoritative or respected position in a client's enterprise environment, management systems and practices, or a specific technology area such as complex enterprise networks, information exchange architectures, information assurance, directory services, or network performance engineering. Performs research and functional and empirical analyses and recommends solutions related to the design, development, deployment and integration of complex enterprise or management systems. Offers uncommon subject matter expertise for client specified issues. Experienced in major enterprise development and operating environments with a broad knowledge of information

architecture and operating systems AND/OR experienced in large-scale integrated organizational management systems and approaches with a broad knowledge of the interdependent dynamics of various functional operating areas on organizational performance. Covers a broad range specific careers where a high level of specialized expertise is required.

Minimum Education: Masters Degree

Minimum Experience: 10 Years

Experience & Degree Substitution Equivalencies

*Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

Labor Category	Standard Qualifications		Substitutions				
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Administrative Assistant I ** (Highlight Technologies, Inc.)	High School	4	0	0	0	2	4
Administrative Assistant II ** (Highlight Technologies, Inc.)	High School	6	0	0	2	4	6
Business Analyst I (Highlight Technologies, Inc.)	Bachelors	5	1	3	5	7	9
Business Analyst II (Highlight Technologies, Inc.)	Bachelors	7	3	5	7	9	11
Business Analyst III (Highlight Technologies, Inc.)	Bachelors	9	5	7	9	11	13
Junior Technical Writer (Highlight Technologies, Inc.)	Bachelors	2	0	0	2	4	6
Program Manager I (Highlight Technologies, Inc.)	Bachelors	5	1	3	5	7	9
Program Manager II (Highlight Technologies, Inc.)	Bachelors	8	4	6	8	10	12
Program Manager III (Highlight Technologies, Inc.)	Bachelors	10	6	8	10	12	14
Program Manager III (RP Professional Services, LLC)	Bachelors	5	1	3	5	7	9
Program Manager IV (RP Professional Services, LLC)	Masters	7	5	7	9	11	13
Program Support I (Highlight Technologies, Inc.)	High School	2	0	0	0	0	2
Program Support I (RP Professional Services, LLC)	Associates	1	0	0	0	1	3
Program Support II (Highlight Technologies, Inc.)	Bachelors	4	0	2	4	6	8
Program Support II (RP Professional Services, LLC)	Bachelors	3	0	1	3	5	7
Program Support III (Highlight Technologies, Inc.)	Bachelors	6	2	4	6	8	10
Program Support III (RP Professional Services, LLC)	Bachelors	5	1	3	5	7	9

Labor Category	Standard Qualifications		Substitutions				
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Program Support IV (RP Professional Services, LLC)	Bachelors	7	3	5	7	9	11
Project Manager (Highlight Technologies, Inc.)	Bachelors	2	0	0	2	4	6
Senior Consultant/Technical Specialist I (Highlight Technologies, Inc.)	Bachelors	6	2	4	6	8	10
Senior Consultant/Technical Specialist II (Highlight Technologies, Inc.)	Bachelors	8	4	6	8	10	12
Senior Consultant/Technical Specialist III (Highlight Technologies, Inc.)	Masters	12	10	12	14	16	18
Senior Technical Consultant III (RP Professional Services, LLC)	Bachelors	5	1	3	5	7	9
Senior Technical Consultant IV (RP Professional Services, LLC)	Masters	7	5	7	9	11	13
SME I (RP Professional Services, LLC)	Bachelors	1	0	0	1	3	5
SME II (RP Professional Services, LLC)	Bachelors	3	0	1	3	5	7
SME III (RP Professional Services, LLC)	Bachelors	5	1	3	5	7	9
SME IV (RP Professional Services, LLC)	Masters	7	5	7	9	11	13
Subject Matter Expert I (Highlight Technologies, Inc.)	Bachelors	5	1	3	5	7	9
Subject Matter Expert II (Highlight Technologies, Inc.)	Bachelors	8	4	6	8	10	12
Subject Matter Expert III (Highlight Technologies, Inc.)	Masters	10	8	10	12	14	16

FSS Program Disclosure

Opus Federal LLC acknowledges that when the Joint Venture submits an offer for a FSS program order and/or BPA, the Joint Venture partners are prohibited from submitting competing offers using either their FSS program individual contract or another FSS program joint venture contract for which they are a Joint Venture partner.

FSS Program Contract Number or eOffer Number	Joint Venture Offer or Contract OR Individual Offer or Contract	Name of Offeror or Contractor (indicate if joint venture offer or contract)	Name of Each Partner** under the Joint Venture	Applicable SINs
GS-35F-0040X	Individual Contract	Highlight Technologies, Inc. (Mentor)	N/A	54151HEAL 54151S 541611 OLM
GS-00F-133DA	Individual Contract	Highlight Technologies, Inc.(Mentor)	N/A	541611 OLM
47QTCA20D009S	Individual Contract	RP Professional Services, LLC (Protégé)	N/A	54151HACS 54151S 541611