

## GENERAL SERVICES ADMINISTRATION

### FEDERAL SUPPLY SERVICE

#### AUTHORIZED FEDERAL SUPPLY SERVICE PRICE LIST

*Prices Shown Herein are NET (Discount Deducted)*

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

#### SCHEDULE TITLE: PROFESSIONAL ENGINEERING SERVICES

**Federal Supply Group:** 87

**Class:** 871

**CONTRACT NUMBER:** GS-23F-0001N

For more information on ordering from Federal Supply Schedules click on the Federal Supply Schedules button at <http://www.fss.gsa.gov>.

**CONTRACT PERIOD:** 1 October 2007 – 30 September 2012

**Price List Effective 1 October 2007 reflects Option 1 Contract and Modification PS-0006**

**National Security Systems Innovators (NSSI), Inc.**

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**National Security Systems Innovators, Inc. is a Small Business**

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## CUSTOMER INFORMATION

### 1a. Special Item Numbers (SINs)

This Contract covers the following Special Item Numbers (SINs) for the Electrical Engineering Professional Engineering Discipline (PED) alone, as described in this Schedule:

| Awarded SIN # | Applicable PED         | SIN Title   | Page |
|---------------|------------------------|---|------|
| 871-1         | Electrical Engineering | Strategic Planning for Technology Programs / Activities | 8    |
| 871-2         | Electrical Engineering | Concept Development and Requirements Analysis           | 8    |
| 871-6         | Electrical Engineering | Acquisition and Life Cycle Management                   | 8    |

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### 1b. Lowest Price Model Number and Unit Price

Not applicable under this Schedule.

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### 2. Maximum Order

The maximum order as specified below is the suggested re-negotiation point whereby Agencies should seek additional concessions if orders exceed this amount.

#### ITEM NUMBER / SIN

#### MAXIMUM ORDER

SINs 871-1, 871-2 & 871-6

\$ 750,000.

#### I-FSS-125 REQUIREMENTS EXCEEDING THE MAXIMUM ORDER (OCT 1997)

- (a) In accordance with FAR 8.404, before placing an order that exceeds the maximum order threshold, ordering offices shall--
- (1) Based upon the initial evaluation, generally seek price reductions from the Schedule Contractor(s) appearing to provide the best value (considering price and other factors);
  - (2) After price reductions have been sought, place the order with the Schedule Contractor that provides the best value and results in the lowest overall cost alternative (see FAR 8.404(a)). If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.
- (b) Vendors may:
- (1) Offer a new lower price for this requirement (the Price Reduction clause is not applicable to orders placed over the maximum order in PES-52.216-19, Order Limitations).
  - (2) Offer the lowest price available under the contract; or
  - (3) Decline the order (orders must be returned in accordance with PES-52.216-19).

- (c) A delivery order that exceeds the maximum order may be placed with the Contractor selected in accordance with FAR 8.404. The order will be placed under the contract. Sales for orders that exceed the maximum order shall be reported in accordance with GSAR 552.238-72.

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### **3. Minimum Order**

The minimum order for SINs 871-1, 871-2 and 871-6 is \$ 100.

When the Government requires supplies or services covered by this contract in an amount less than \$ 100., the Government is not obligated to purchase, nor is the Contractor obligated to furnish those supplies or services under the contract. However, offerors may, if willing to accept smaller orders, specify a smaller amount in their offers. If a smaller amount is offered, it is mutually agreed that the Contractor will accept such orders and specify the smaller minimum order limitation in the applicable catalog / price list. If the offeror fails to specify a smaller amount, the Government may place orders for a smaller amount. Such orders shall be deemed to be accepted by the Contractor, unless returned to the offering office within five workdays after receipt by the Contractor.

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### **4. Geographic Coverage (delivery area)**

The minimum geographic coverage for this PES Schedule / Price List is the 48 contiguous states, Alaska, Hawaii, Puerto Rico and Washington, D.C., and to a CONUS port or consolidation point for orders received from overseas activities. Please note that the services offered herein are available at overseas locations that are outside the scope of this Contract. Overseas rates will be negotiated between the Contractor and the ordering agency.

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### **5. Points of Production**

Services under this Schedule / Price List may be made available at any client location within the scope of Geographic Coverage.

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### **6. Discount from List Prices**

Prices shown are NET prices; basic discounts have been deducted. NSSI's PES FSS Price Lists reflect a substantial discount to its preferred Federal Government clients. NSSI, Inc.'s management may negotiate additional discounts on orders that exceed the maximum order value.

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### **7. Quantity Discounts**

Prices shown are NET prices; basic discounts have been deducted.

- |   |                                    |
|---|------------------------------------|
| a. Quantity:                            | None                               |
| b. Prompt Payment:                      | None                               |
| c. Dollar Volume:                       | None                               |
| d. Government Educational Institutions: | Same as other Government clients   |
| e. State Governments:                   | Same as Federal Government clients |

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**8. Prompt Payment Terms**

NSSI's terms are net 30 days.

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**9. Government Purchase Cards accepted above the Micro-Purchase Threshold**

NSSI, Inc. will accept Government purchase cards for orders above the micro-purchase threshold of \$ 2,500. up to a not-to-exceed threshold of \$ 5,000.

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**10. Foreign Items**

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

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**11a. Time of Delivery**

The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO) as set forth below:

| Special Item Number | Delivery Time (Days ARO)    |
|---------------------|-----------------------------|
| 871-1, 871-2, 871-6 | Date of Award to Completion |

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**11b. Expedited Delivery**

Items available for expedited delivery are noted in this price list. Delivery of expedited services will be negotiated separately for each order.

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**11c. Overnight and 2-day Delivery**

Overnight and 2-day delivery services are available for selected items and negotiated on a case-by-case basis, at an additional cost. Contact NSSI, Inc. for rates and availability.

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**11d. Urgent Requirements**

NSSI, Inc. may be contacted to facilitate a faster delivery of services, in accord with the following "Urgent Requirements" clause, I-FSS-140-B, of NSSI's GSA PES contract.

I-FSS-140-B URGENT REQUIREMENTS (JAN 1994)

When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor, NSSI, Inc., for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt (telephonic replies shall be confirmed by the Contractor in writing.). If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

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**12. F.O.B. Point**

Destination

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**13. Ordering Addresses**

For computer to computer EDI orders: None

For electronic mail orders:

Contact Dr. Gregory B. Pavlin at the following e-mail address:

[gpavlin@nssi-ink.com](mailto:gpavlin@nssi-ink.com)

For orders by facsimile transmission:

National Security Systems Innovators, Inc.

Attention: Dr. Gregory B. Pavlin

Fax Number: 703.757.5008

To Verify Transmission: 703.757.5008

For orders by mail:

National Security Systems Innovators, Inc.

Attention: Dr. Gregory B. Pavlin

4 Clarks Branch Road

Great Falls, Virginia 22066

The following telephone number can be used by agencies to obtain technical support or assistance for ordering from NSSI's GSA Service Center: 703.757.5008.

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**14. Payment Addresses**

| Via Mail  | Via Federal Express   | Via Wire / ACH  |
|---|---|---|
| NSSI, Inc.<br>Attn: Dr. Gregory Pavlin<br>4 Clarks Branch Road<br>Great Falls, VA 22066 | NSSI, Inc.<br>Attn: Dr. Gregory Pavlin<br>4 Clarks Branch Road<br>Great Falls, VA 22066 | BB&T<br>Falls Church, Virginia<br>ABA # 051404260<br>Account No: 5139102365 |

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**15. Warranty Provision**

NSSI, Inc. warrants that items delivered hereunder are merchantable and fit for use for the particular purpose that is required / negotiated for each task / delivery order.

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**16. Export Packing Charges**

Standard commercial export packaging, including containerization if necessary, packaging, preservation and marking are included in the pricing offered and accepted by the Government.

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**17. Terms and Conditions of Government Purchase Card Acceptance**

NSSI, Inc. will accept Government purchase cards for orders above the micro-purchase threshold of \$ 2,500. up to a not-to-exceed threshold of \$ 5,000.

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**18. Terms and Conditions of Rental, Maintenance and Repair**

Not applicable under this Schedule.

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**19. Terms and Conditions of Installation**

Not applicable under this Schedule.

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**20. Terms and Conditions of Repair Parts**

Not applicable under this Schedule.

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**20a. Terms and Conditions for any Other Services**

Not applicable under this Schedule.

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**21. List of Service and Distribution Points**

Not applicable under this Schedule.

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**22. List of Participating Dealers**

Not applicable under this Schedule.

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**23. Preventative Maintenance**

Not applicable under this Schedule.

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**24. Environmental Attributes (e.g., Recycled Content, Energy Efficiency, and/or Reduced Pollutants):**

Not applicable under this Schedule.

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**25. Data Universal Number System (DUNS) Number**

NSSI, Inc.'s DUNS number is: **07-448-9902**

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**26. Central Contractor Registration (CCR) Database**

NSSI, Inc. is registered with the Central Contractor Registration (CCR) and is CCR compliant. NSSI, Inc.'s CAGE Code is: **1RKV2**.

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## DESCRIPTION OF PRIMARY ENGINEERING DISCIPLINE (PED)

There are four Primary Engineering Disciplines (PEDs) in the engineering field, which are encompassed by the GSA PES FSS: chemical engineering, civil engineering, electrical engineering, and mechanical engineering. NSSI, Inc. currently possesses the requisite technical expertise and experience in the Electrical Engineering PED, which is briefly described below:

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### **Electrical Engineering \*:**

Planning, design, development, evaluation and operation of electrical principles, models and processes. It includes, but is not limited to, the design, fabrication, measurement and operation of electrical devices, equipment and systems (e.g., signal processing; telecommunication; sensors, microwave, and image processing; micro-fabrication; energy systems and control; micro- and nano-electronics; plasma processing; laser and photonics; satellites, missiles and guidance systems, space vehicles, fiber optics and robotics).

Within the electrical engineering discipline, there are several specialties for which NSSI, Inc. has particular expertise and experience; e.g., Aerospace and Electronic Systems, Remote Sensing and Geoscience, Lasers and Electro-Optics, Instrumentation and Measurement, Engineering Management, and Systems Engineering and Analysis.

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### **\*Services Not Included:**

The following services are **not** being solicited or offered by NSSI, Inc.:

1. Construction and Architect-Engineering services as set forth in FAR Part 36 (including construction, alteration or repair (including dredging, excavating and painting) of buildings, structures, or other real property). Offerors interested in providing these services may contact GSA's Public Buildings Service (PBS) for additional information.
2. Computer Engineering and Information Technology. Offerors interested in providing computer/software engineering and information technology services are directed to contact GSA's Group 70 Schedule for Information Technology for additional information.
3. Environmental Advisory Services as listed below are not being solicited:
  - Environmental Planning Services & Documentation (i.e., environmental impact statements; endangered species, wetlands, watersheds and other natural resource management plans, studies and consultations; archeological, historic and other cultural resources management plans, studies, and consultations; economic, technical, and risk analyses in support of environmental needs)
  - Environmental compliance services (i.e., environmental compliance audits; compliance management planning; pollution prevention surveys;
  - Environmental/occupational training services specific to environmental planning and environmental compliance as discussed above (i.e., conventional course development and

- presentation; customized courses to meet specific needs; computer-based interactive course development)
- Waste management services (i.e., data collection, data development, analyses of comments, regulatory and economic analyses, feasibility analyses, hazard assessments, exposure assessments, and risk analyses. Examples include, but are not limited to development of waste characterization studies and recommendations for management strategy including identification of recycling options. Assessments might include studies relating to collection and transfer of waste, source reduction, and evaluation of energy/fuel options. Services could include data collection, data development, analyses of comments, regulatory and economic analyses, feasibility analyses, hazard assessments, exposure assessments and risk analyses.
  - Hazardous materials management advisory services (i.e., furnishing of Material Safety Data Sheets (MSDS) by compact disc, on-line via Internet, mail or facsimile (FAX); reporting and compliance software, hazardous materials tracking software and other related software/services.
  - Telephone advisory services (i.e., telephone assistance with hazardous material spills, poisons, MSDS, and other related services). Offerors interested in providing environmental advisory services are directed to contact GSA's group 899 Schedule.
4. Foundations and Landscaping Engineering. Offerors interested in providing foundations and landscaping engineering are directed to contact GSA's PBS for additional information.
  5. Heating, Ventilation and Air-Conditioning (HVAC) related to buildings, structures, or other real property set forth for Construction and Architect-Engineering services governed by FAR Part 36. Offerors interested in providing these services are directed to contact GSA's PBS for additional information. Please note that HVAC related to the manufacture, production, furnishing, construction, alteration, repair, processing or assembling of vessels, aircraft, or other kinds of personal property IS included and solicited within the scope of PES.
  6. Research and Development as set forth in FAR Part 35.
  7. Products/materials already solicited under other Federal Supply Service (FSS) Schedule contracts (e.g., information technology, paper, chemicals, pharmaceuticals, laboratory instruments, etc.). However, PES contractors may team across FSS Schedules to provide a total solution to agency requirements.

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## DESCRIPTION OF SPECIAL ITEM NUMBERS (SINs)

NSSI, Inc., as an emerging small business, is currently authorized by the GSA to offer professional engineering services aligned with three of the six GSA PES SINs; specifically: 871-1, 871-2 and 871-6, for the Electrical Engineering Professional Engineering Discipline (PED).

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### SIN 871-1 – Strategic Planning for Technology Programs / Activities

#### **PED: Electrical Engineering**

Services required under this SIN involve the definition and interpretation of high-level organizational engineering performance requirements such as projects, systems, missions, etc., and the objectives and approaches to their achievement. Typical associated tasks include, but are not limited to an analysis of mission, program goals and objectives, requirements analysis, organizational performance assessment, special studies and analysis, training, privatization and outsourcing. **Example:** The evaluation and preliminary definition of new and/or improved performance goals for navigation satellites – such as launch procedures and costs, multi-user capability, useful service life, accuracy and resistance to natural and man-made electronic interference.

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### SIN 871-2 – Concept Development and Requirements Analysis

#### **PED: Electrical Engineering**

Services required under this SIN involve abstract or concept studies and analysis, requirements definition, preliminary planning, the evaluation of alternative technical approaches and associated costs for the development or enhancement of high level general performance specifications of a system, project, mission or activity. Typical associated tasks include, but are not limited to requirements analysis, cost/cost-performance trade-off analysis, feasibility analysis, regulatory compliance support, technology conceptual designs, training, privatization and outsourcing. **Example:** The development and analysis of the total mission profile and life cycle of the improved satellite including examination of performance and cost tradeoffs.

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### SIN 871-6 – Acquisition and Life Cycle Management

#### **PED: Electrical Engineering**

Services required under this SIN involve all of the planning, budgetary, contract and systems/program management execution functions required to procure and/or produce, render operational and provide life cycle support (maintenance, repair, supplies, engineering specific logistics) to technology-based systems, activities, subsystems, projects, etc. Typical associated tasks include, but are not limited to operation and maintenance, program/project management, technology transfer/insertion, training, privatization and outsourcing. **Example:** During this stage the actual manufacturing, launch, and performance monitoring of the navigation satellite will be assisted through project management, configuration management, reliability analysis, engineering retrofit improvements and similar functions.

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## GSA AUTHORIZED PES FSS LABOR CATEGORIES AND DESCRIPTIONS

Of the sixteen labor categories employed by NSSI, Inc., summarized in Table 1, eight categories, highlighted in blue, have been approved by the GSA for NSSI's PES Federal Supply Schedule (FSS). The remaining categories may be added at a later date, pending further review and approval by the GSA. The eight approved categories have been tailored to satisfy the projected work assignments associated with GSA PES SINS: 871-1, 871-2, and 871-6.

| <b>Labor Category</b>                              | <b>Degree</b> | <b>Degree plus Years of Relevant Experience (Exp.)</b> | <b>Equivalent Degrees plus Minimum Number of Years of Relevant Experience (Exp.)</b> | <b>Functional Roles</b><br><br><b>CO = Corporate Officer</b><br><b>OC = Officer Candidate</b><br><b>PM = Program Manager</b><br><b>MTL = Multi-Task Leader</b><br><b>STL = Single Task Leader</b><br><b>VC = Very Complex</b><br><b>C = Complex</b><br><b>LS = Limited Supervision</b><br><b>S = Supervision Required</b> |
|--|---------------|--|--|---|
| <b>Senior Lead Scientist / Engineer-II</b>         | <b>PhD</b>    | <b>Exp.&gt;24</b>                                      |  | <b>CO + PM + VC</b>   |
| Senior Lead Scientist / Engineer-I                 | PhD           | 20<Exp.<24   |  | CO + PM + VC  |
| Senior Staff Scientist / Engineer-II               | PhD           | 16<Exp.<20   | MS + Exp. ≥ 20;<br>+ CO Exp.   | OC + PM or MTL + VC   |
| <b>Senior Staff Scientist / Engineer-I</b>         | <b>PhD</b>    | <b>12&lt;Exp.&lt;16</b>                                | <b>MS + Exp. ≥ 16;<br/>+ PM Exp.</b>   | <b>OC + PM or MTL + VC</b>  |
| <b>Principal Scientist / Engineer / Analyst-II</b> | <b>PhD</b>    | <b>8&lt;Exp.&lt;12</b>                                 | <b>MS + Exp. ≥ 12;<br/>BS + Exp. ≥ 14;<br/>+ PM/MTL Exp.</b>                         | <b>OC + PM or MTL + VC</b>  |
| <b>Principal Scientist / Engineer / Analyst-I</b>  | <b>PhD</b>    | <b>6&lt;Exp.&lt;8</b>                                  | <b>MS + Exp. ≥ 10;<br/>BS + Exp. ≥ 12;<br/>+ PM/MTL Exp.</b>                         | <b>OC + PM or MTL + VC</b>  |
| Senior Scientist/ Engineer/ Analyst-II             | PhD           | 4<Exp.<6   | MS + Exp. ≥ 8;<br>BS + Exp. ≥ 10;<br>+ PM/MTL Exp.                                   | PM or MTL + VC  |
| <b>Senior Scientist/ Engineer/ Analyst-I</b>       | <b>PhD</b>    | <b>2&lt;Exp.&lt;4</b>                                  | <b>MS + Exp. ≥ 6;<br/>BS + Exp. ≥ 8;<br/>+ PM/MTL Exp.</b>                           | <b>PM or MTL + VC</b>   |

|   |           |                       |  |                          |
|---|-----------|-----------------------|--|--------------------------|
| Staff<br>Scientist /<br>Engineer /<br>Analyst-II                                      | PhD       | 0<Exp.<2              | MS + Exp. ≥ 4;<br>BS + Exp. ≥ 6;<br>AA + Exp. ≥ 10;<br>HS + Exp. ≥ 12;<br>+ MTL Exp. | MTL + C                  |
| <b>Staff<br/>Scientist /<br/>Engineer /<br/>Analyst-I</b>                             | <b>MS</b> | <b>2&lt;Exp.&lt;4</b> | <b>BS + Exp. ≥ 4;<br/>AA + Exp. ≥ 8;<br/>HS + Exp. ≥ 10;<br/>+ MTL Exp.</b>          | <b>MTL + C</b>           |
| Scientist /<br>Engineer /<br>Analyst-II   | MS        | 0<Exp.<2              | BS + Exp. ≥ 2;<br>AA + Exp. ≥ 6;<br>HS + Exp. ≥ 8;<br>+ STL Exp.                     | STL + LS                 |
| <b>Scientist /<br/>Engineer /<br/>Analyst-I</b>                                       | <b>BS</b> | <b>0&lt;Exp.&lt;2</b> | <b>AA + Exp. ≥ 4;<br/>HS + Exp. ≥ 6;<br/>+ STL Exp.</b>                              | <b>STL + S</b>           |
| <b>Office<br/>Manager /<br/>Corporate<br/>Special<br/>Security<br/>Officer (CSSO)</b> | <b>BS</b> | <b>Exp.&gt;2</b>      | <b>AA + Exp. ≥ 4;<br/>HS + Bus. School +...<br/>... Exp. ≥ 4;<br/>HS + Exp. ≥ 6</b>  | <b>OC + MTL + LS + C</b> |
| Corporate Administrative<br>Assistant   | HS        | Exp.> 4               | HS + Bus. School +...<br>...Exp. ≥ 2;  | MTL + LS                 |
| Corporate Secretary-II  | HS        | 2< Exp.< 4            | HS + Bus. School +...<br>... Exp.< 2   | STL + S                  |
| Corporate Secretary-I   | HS        | Exp. < 2              |  | S                        |

Table 1: Light blue highlights 8 of 16 NSSI, Inc. Labor Categories authorized for the GSA PES FSS

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**1 - Senior Lead Scientist / Engineer-II** must possess at least a Doctorate degree with more than twenty-four (24) years of professional experience in a discipline of science, engineering or mathematics, as described below for each labor category. The individual must have significant and extensive professional experience as a corporate officer, program manager and/or technical manager on very complex programs. The individual's experience shall encompass planning, organizing, staffing, controlling and directing technical, financial, contractual, administrative, and personnel matters, as required. The individual shall provide technical advice or support to very complex scientific, mathematical, engineering or analytic studies or development efforts.

This most senior management position is that of a corporate officer, authorized and responsible for providing technical, fiscal and personnel management oversight of multiple programs sponsored by one or more clients. The individual serves as the primary authorized corporate focal point to the Government client on all contractual and programmatic issues. The individual is authorized to grant less senior program- or project managers with the authority to address programmatic or contractual issues with the Government sponsor. The individual is charged with directly managing the activities of all subordinate program managers, project leaders, and their supporting technical and administrative staff. The individual is responsible for technically monitoring on behalf of the corporation's interests the performance of programs or projects, which may be organized by technology, program or client. The individual shall also provide guidance and direction regarding technology development or applications, marketing, and resource allocation within the client base. Consequently, only technically qualified individuals with formal

management training-, corporate officer- or program management experience, endowed with superb management skills, are considered suitable candidates for this position.

**Senior Lead Scientist-II** must possess outstanding, multi-disciplined technical expertise and extensive professional experience in at least one or more scientific or mathematical disciplines that support one or more phases of engineering, spanning initial strategic technology planning through life-cycle management and related engineering services. Candidate disciplines include, but are not necessarily limited to: physics, chemistry, astronomy, biology, earth sciences, remote sensing, computer science, communications and information technologies, modeling and simulation, applied mathematics, and statistics, in compliance with current Industry and Government practices. The individual is recognized as an authority within one or more fields of expertise, with extensive knowledge of related fields.

The individual must possess formal training and significant experience in managing very complex programs or serving as a corporate officer in a technical management capacity. Working independently, the individual provides technical and fiscal guidance and advice to subordinate program managers or other corporate officers regarding problems of unusual complexity.

**Senior Lead Engineer-II** must possess outstanding, multi-disciplined technical expertise and extensive professional experience in at least one or more of the primary engineering disciplines, to include: aeronautical, chemical, civil, electrical, mechanical or related sub-disciplines that include, but which are not necessarily limited to: systems, safety, bio-engineering, structural, transportation, geo-technical, aerospace and electronic systems, geo-science, information technology, lasers, electro-optics, communications, engineering management, industrial, signal processing, and engineering mechanics. The individual is recognized as an authority within one or more fields of expertise, with extensive knowledge of related fields.

The individual provides technical management oversight that encompasses the design, development, installation, modification, testing, and analysis of systems, processes, methods, techniques or materials. Candidate engineering duties may encompass: engineering studies and analyses; technology planning; systems architecture development; requirements development; concept development; system design; software systems engineering; systems development and integration; test and evaluation; systems operation; construction; control of systems and components; integrated logistics support; modeling and simulation; configuration management; and systems acquisition life cycle management, in compliance with Industry and Government practices.

The individual must possess formal training and significant experience in managing very complex programs or serving as a corporate officer in a technical management capacity. Working independently, the individual provides technical and fiscal guidance and advice to subordinate program managers or other corporate officers regarding problems of unusual complexity.

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**2 - Senior Lead Scientist / Engineer-I** has not been authorized for the GSA PES FSS at this time, but may be approved in the future.

**3 - Senior Staff Scientist / Engineer-II** has not been authorized for the GSA PES FSS at this time, but may be approved in the future.

**4 - Senior Staff Scientist / Engineer-I** possesses a Doctorate degree with more than twelve (12) years, but less than sixteen (16) years of professional experience in a discipline of science, engineering or mathematics, as described below for each labor category. An individual with a Masters of Science degree with more than sixteen (16) years of professional experience may also qualify for this position. The individual must have significant and extensive professional experience as a program manager or technical lead on very complex programs. The individual's experience shall encompass planning, organizing, staffing, controlling and directing technical, financial, contractual, administrative, and personnel matters, as required. The individual shall provide technical advice or direct support to very complex scientific, mathematical, engineering or analytic studies or development efforts.

This high level, senior management position is authorized to manage complex programs or projects comprised of multiple tasks that may require coordination of both corporate and external resources. The individual shall be responsible for managing the technical and fiscal aspects of multiple programs or projects. The individual has the authority to address fiscal and programmatic issues with the Government sponsor or grant comparable authority to less senior program or project managers, pending appropriate coordination and approval by a corporate officer. The individual is responsible for managing the activities of subordinate program managers, project leaders and their supporting technical and administrative staff. Consequently, technically qualified individuals with formal management training, experience and expertise are candidates for this position. Individuals with military operational and/or intelligence-related experience and expertise may be qualified depending upon their level of technical, analytical, managerial or administrative experience.

**Senior Staff Scientist-I** must possess outstanding, multi-disciplined technical expertise and extensive professional experience in at least one or more scientific or mathematical disciplines that support one or more phases of engineering spanning initial strategic technology planning through life-cycle management and related engineering services. Candidate disciplines include, but are not necessarily limited to: physics, chemistry, astronomy, biology, earth sciences, remote sensing, computer science, communications and information technologies, modeling and simulation, applied mathematics, and statistics, in compliance with current Industry and Government practices. The individual is recognized as an authority within one or more fields of expertise, with extensive knowledge of related fields.

The individual must possess formal training and significant experience in managing complex programs. Working independently, the individual provides technical and fiscal guidance and advice to subordinate program managers or project leaders regarding problems of unusual complexity.

**Senior Staff Engineer-I** must possess outstanding, multi-disciplined technical expertise and extensive professional experience in at least one or more of the primary engineering disciplines, to include: aeronautical, chemical, civil, electrical, mechanical or related sub-disciplines that include, but which are not necessarily limited to: systems, safety, bio-engineering, structural, transportation, geo-technical, aerospace and electronic systems, geo-science, information technology, lasers, electro-optics, communications, engineering management, industrial, signal processing, and engineering mechanics. The individual is recognized as an authority within one or more fields of expertise, with extensive knowledge of related fields.



The individual provides technical advice and support to the design, development, installation, modification, testing, and analysis of systems, processes, methods, techniques or materials. Candidate engineering duties may encompass: engineering studies and analyses; technology planning; systems architecture development; requirements development; concept development; system design; software systems engineering; systems development and integration; test and evaluation; systems operation; construction; control of systems and components; integrated logistics support; modeling and simulation; configuration management; and systems acquisition life cycle management, in compliance with Industry and Government practices.

The individual must possess formal training and significant experience in managing complex programs. Working independently, the individual provides technical and fiscal guidance and advice to subordinate program managers or project leaders regarding problems of unusual complexity.

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**5 - Principal Scientist / Engineer / Analyst-II** possesses a Doctorate degree with more than eight (8) years, but less than twelve (12) years of professional experience in a discipline of science, engineering or mathematics, as described below for each labor category. An individual with a Masters of Science degree with more than twelve (12) years of professional experience may also qualify for this position. An individual with a Bachelor of Science degree with more than fourteen (14) years of professional experience may also qualify. The individual must possess substantial professional experience as a program manager or technical lead on very complex programs. The individual's experience shall encompass planning, organizing, staffing, controlling and directing technical, financial, contractual, administrative, and personnel matters, as required. The individual shall provide technical support to very complex scientific, mathematical, engineering or analytic studies or development efforts.

This senior management position is authorized to manage complex programs or projects comprised of multiple tasks that may require coordination of both corporate and external resources. The individual shall be responsible for managing the technical and fiscal aspects of multiple programs or projects. The individual has the authority to address fiscal and programmatic issues with the Government sponsor or grant comparable authority to less senior program or project managers, pending appropriate coordination and approval by a more senior technical manager or corporate officer. The individual is responsible for managing the activities of subordinate program managers, project leaders and their supporting technical and administrative staff. Consequently, technically qualified individuals with formal management training, experience and expertise are candidates for this position. Individuals with military operational and/or intelligence-related experience and expertise may be qualified depending upon their level of technical, analytical, managerial or administrative experience.

**Principal Scientist-II** must possess outstanding technical expertise and significant professional experience in at least one or more scientific or mathematical disciplines that support one or more phases of engineering spanning initial strategic technology planning through life-cycle management and related engineering services. Candidate disciplines include, but are not necessarily limited to: physics, chemistry, astronomy, biology, earth sciences, remote sensing, computer science, communications and information technologies, modeling and simulation, applied mathematics, and statistics, in compliance with current Industry and Government practices. The individual is recognized as an authority within one or more fields of expertise, with extensive knowledge of related fields.

The individual must possess formal training and substantive experience in managing complex, multi-task projects or programs. Working independently, the individual provides technical and fiscal guidance and advice to subordinate program managers or project leaders regarding problems of unusual complexity.

**Principal Engineer-II** must possess outstanding technical expertise and significant professional experience in at least one or more of the primary engineering disciplines, to include: aeronautical, chemical, civil, electrical, mechanical or related sub-disciplines that include, but which are not necessarily limited to: systems, safety, bio-engineering, structural, transportation, geo-technical, aerospace and electronic systems, geo-science, information technology, lasers, electro-optics, communications, engineering management, industrial, signal processing, and engineering mechanics. The individual is recognized as an authority within one or more fields of expertise, with extensive knowledge of related fields.

The individual provides technical advice and support to the design, development, installation, modification, testing, and analysis of systems, processes, methods, techniques or materials. Candidate engineering duties may encompass: engineering studies and analyses; technology planning; systems architecture development; requirements development; concept development; system design; software systems engineering; systems development and integration; test and evaluation; systems operation; construction; control of systems and components; integrated logistics support; modeling and simulation; configuration management; and systems acquisition life cycle management, in compliance with Industry and Government practices.

The individual must possess formal training and substantive experience in managing complex, multi-task projects or programs. Working independently, the individual provides technical and fiscal guidance and advice to subordinate program managers or project leaders regarding problems of unusual complexity.

**Principal Analyst-II** must possess outstanding technical expertise and significant professional experience in one of the primary analytic disciplines that include, but which are not necessarily limited to: economics, cost, budget, quality assurance, business processes, operations research, remote sensing, systems analysis or other engineering-related technical/functional analysis fields, in compliance with current Industry and Government practices. The individual is recognized as an authority within a given field of expertise, with extensive knowledge of related fields.

The individual must possess formal training and substantive experience in managing complex, multi-task projects or programs. Working independently, the individual provides technical and fiscal guidance and advice to subordinate program managers or project leaders regarding problems of unusual complexity.

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**6 - Principal Scientist / Engineer / Analyst-I** possesses a Doctorate degree with more than six (6) years, but less than eight (8) years of professional experience in a discipline of science, engineering or mathematics, as described below for each labor category. An individual with a Masters of Science degree with more than ten (10) years of professional experience may also qualify for this position. An individual with a Bachelor of Science degree with more than twelve (12) years of professional experience may also qualify. The individual must possess substantial professional experience as a program manager or technical lead on very complex programs. The

individual's experience shall encompass planning, organizing, staffing, controlling and directing technical, financial, contractual, administrative, and personnel matters, as required. The individual shall provide technical support to very complex scientific, mathematical, engineering or analytic studies or development efforts.

This senior mid-level management position is authorized to manage programs or projects comprised of multiple complex tasks that may require coordination of both corporate and external resources. The individual shall be responsible for managing the technical and fiscal aspects of a complex program or multiple projects. The individual shall be granted authority to address fiscal and programmatic issues with the Government sponsor or grant comparable authority to less senior program or project managers, pending appropriate coordination and approval by a more senior technical manager or corporate officer. The individual is responsible for managing the activities of subordinate program managers, project leaders and their supporting technical and administrative staff. Consequently, technically qualified individuals with formal management training, experience, and expertise are candidates for this position. Individuals with military operational and/or intelligence-related experience and expertise may be qualified, depending upon their level of technical, analytical, managerial or administrative experience.

**Principal Scientist-I** must possess outstanding technical expertise and significant professional experience in at least one or more scientific or mathematical disciplines that support one or more phases of engineering spanning initial strategic technology planning through life-cycle management and related engineering services. Candidate disciplines include, but are not necessarily limited to: physics, chemistry, astronomy, biology, earth sciences, remote sensing, computer science, communications and information technologies, modeling and simulation, applied mathematics, and statistics, in compliance with current Industry and Government practices. The individual is recognized as an authority within one or more fields of expertise, with extensive knowledge of related fields.

The individual must possess formal training and substantive experience in managing or serving as a technical lead on complex, multi-task projects or programs. Working independently, the individual provides technical and fiscal guidance and advice to subordinate program managers or project leaders regarding problems of unusual complexity.

**Principal Engineer-I** must possess outstanding technical expertise and significant professional experience in at least one or more of the primary engineering disciplines, to include: aeronautical, chemical, civil, electrical, mechanical or related sub-disciplines that include, but which are not necessarily limited to: systems, safety, bio-engineering, structural, transportation, geo-technical, aerospace and electronic systems, geo-science, information technology, lasers, electro-optics, communications, engineering management, industrial, signal processing, and engineering mechanics. The individual is recognized as an authority within one or more fields of expertise, with extensive knowledge of related fields.

The individual provides technical advice and support to the design, development, installation, modification, testing, and analysis of systems, processes, methods, techniques or materials. Candidate engineering duties may encompass: engineering studies and analyses; technology planning; systems architecture development; requirements development; concept development; system design; software systems engineering; systems development and integration; test and evaluation; systems operation; construction; control of systems and components;

integrated logistics support; modeling and simulation; configuration management; and systems acquisition life cycle management, in compliance with Industry and Government practices.

The individual must possess formal training and substantive experience in managing or serving as a technical lead on complex, multi-task projects or programs. Working independently, the individual provides technical and fiscal guidance and advice to subordinate program managers or project leaders regarding problems of unusual complexity.

**Principal Analyst-I** must possess outstanding technical expertise and significant professional experience in one of the primary analytic disciplines that include, but which are not necessarily limited to: economics, cost, budget, quality assurance, business processes, operations research, remote sensing, systems analysis or other engineering-related technical/functional analysis fields, in compliance with current Industry and Government practices. The individual is recognized as an authority within a given field of expertise, with extensive knowledge of related fields.

The individual must possess formal training and substantive experience in managing or serving as a technical lead or principal facilitator on complex, multi-task projects or programs. Working independently, the individual provides technical and fiscal guidance and advice to subordinate program managers or project leaders regarding problems of unusual complexity.

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**7 - Senior Scientist / Engineer / Analyst-II** has not been authorized for the GSA PES FSS at this time, but may be approved in the future.

**8 - Senior Scientist / Engineer / Analyst-I** possesses a Doctorate degree with more than two (2) years, but less than four (4) years of professional experience in a discipline of science, engineering or mathematics, as described below for each labor category. An individual with a Masters of Science degree with more than six (6) years of professional experience may also qualify for this position. An individual with a Bachelor of Science degree with more than eight (8) years of professional experience may also qualify. The individual possesses substantive experience in the technical management of moderately complex programs, responsible for planning, organizing, staffing, controlling and directing technical, financial, contractual, administrative, and personnel matters, as required. The individual shall provide technical support to complex scientific, mathematical, engineering or analytic studies or development efforts.

This mid-level technical management position is authorized to manage the technical and fiscal aspects of programs or projects comprised of multiple complex tasks that may require coordination of both corporate and external resources. The individual shall perform the requisite technical and program-related liaison activities with the Government, pending coordination and approval by a more senior, authorized technical staff member or corporate officer. The individual is responsible for managing the activities of subordinate project leaders and their supporting technical and administrative staff. Consequently, technically qualified individuals with formal management training, experience and expertise are candidates for this position. Individuals with military operational and/or intelligence-related experience and expertise may be qualified depending upon their level of technical, analytical, managerial or administrative experience.

**Senior Scientist-I** must possess significant technical expertise and experience in at least one or more scientific or mathematical disciplines that support one or more phases of engineering, spanning initial strategic technology planning through life-cycle management and related engineering services. Candidate disciplines include, but are not necessarily limited to: physics, chemistry, astronomy, biology, earth sciences, remote sensing, computer science, communications and information technologies, modeling and simulation, applied mathematics, and statistics, in compliance with current Industry and Government practices. The individual may be recognized as an authority within a given field of expertise.

The individual must possess some formal training and substantive experience in managing or serving as a technical lead on moderately complex, multi-task projects or programs. Working independently, the individual provides technical and fiscal guidance and advice to subordinate project or task leaders regarding moderately complex problems.

**Senior Engineer-I** must possess significant technical expertise and professional experience in at least one or more of the primary engineering disciplines, to include: aeronautical, chemical, civil, electrical, mechanical or related sub-disciplines that include, but which are not necessarily limited to: systems, safety, bio-engineering, structural, transportation, geo-technical, aerospace and electronic systems, geo-science, information technology, lasers, electro-optics, communications, engineering management, industrial, signal processing, and engineering mechanics. The individual may be recognized as an authority within a given field of expertise.

The individual provides technical advice and support to the design, development, installation, modification, testing, and analysis of systems, processes, methods, techniques or materials. The individual shall be capable of working independently, applying expert knowledge of state-of-the-art technologies. Candidate engineering duties may encompass: engineering studies and analyses; technology planning; systems architecture development; requirements development; concept development; system design; software systems engineering; systems development and integration; test and evaluation; systems operation; construction; control of systems and components; integrated logistics support; modeling and simulation; configuration management; and systems acquisition life cycle management, in compliance with Industry and Government practices.

The individual must possess some formal training and substantive experience in managing or serving as a technical lead on moderately complex, multi-task projects or programs. Working independently, the individual provides technical and fiscal guidance and advice to subordinate project or task leaders regarding moderately complex problems.

**Senior Analyst-I** must possess significant technical expertise and experience in one of the primary analytic disciplines that include, but which are not necessarily limited to: economics, cost, budget, quality assurance, business processes, operations research, remote sensing, systems analysis or other engineering-related technical/functional analysis fields, in compliance with current Industry and Government practices. The individual shall be capable of working independently on the management and execution of increasingly complex analytic projects, identifying potential problems and solutions through data analysis and reduction. The individual may be recognized as an authority within a given field of expertise.

The individual must possess substantive training and experience in managing or serving as a technical lead or facilitator on moderately complex, multi-task projects or programs. Working

independently, individual provides technical and fiscal guidance and advice to subordinate project or task leaders regarding moderately complex problems.

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**9 - Staff Scientist / Engineer / Analyst-II** has not been authorized for the GSA PES FSS at this time, but may be approved in the future.

**10 - Staff Scientist / Engineer / Analyst-I** possesses a Masters of Science degree with more than two (2) years, but less than four (4) years, of professional experience in a discipline of science, engineering or mathematics, as described below for each labor category. An individual with a Bachelor of Science degree, with more than four (4) years of professional experience may also qualify for the position. An individual with an Associate of Arts degree, with a minimum of eight (8) years of professional experience may also qualify, as well as an individual with a high school diploma and a minimum of ten (10) years of professional experience, depending upon their technical skills, expertise and experience. The individual may possess some experience in the technical management of moderately complex projects, which may include planning, organizing, staffing, controlling and directing technical, financial, contractual, administrative, and personnel matters, as required. Alternatively, the individual may have some experience serving as a technical lead or providing technical support on multi-task projects. Individual shall provide technical support to complex scientific, mathematical, engineering or analytic studies or development efforts.

This novice-level project management position authorizes the assigned individual to coordinate the execution of multiple tasks and supporting activities of more junior scientists, engineers or analysts, under limited supervision by senior management. The individual shall be responsible for the execution of focused complex scientific, mathematical, engineering or analytic studies. The individual shall perform the requisite project- or task-related technical liaison activities with the Government, pending coordination and approval by a senior, authorized technical manager. The individual is responsible for managing the activities of subordinate task leaders and their supporting technical and administrative staff. Technically qualified individuals with project management training, experience and expertise are candidates for this position. Individuals with military operational and/or intelligence-related experience and expertise may be qualified, depending upon their level of technical, analytical, managerial or administrative experience.

**Staff Scientist-I** must possess substantive technical expertise and experience in at least one or more scientific or mathematical disciplines that support one or more phases of engineering, spanning initial strategic technology planning through life-cycle management and related engineering services. Candidate disciplines include, but are not necessarily limited to: physics, chemistry, astronomy, biology, earth sciences, remote sensing, computer science, communications and information technologies, modeling and simulation, applied mathematics, and statistics, in compliance with current Industry and Government practices. The individual may serve a technical lead on moderately complex, multi-task scientific projects.

The individual works under limited supervision or direction on increasingly complex project- or program-level scientific assignments, responsible for technically managing and directly supporting multiple tasks in collaboration with more junior technical staff members. The

individual provides technical assistance to program managers, project and task leaders, and junior technical staff members on technical problems of moderate complexity.

**Staff Engineer-I** must possess substantive technical expertise and experience in at least one of the primary engineering disciplines, to include: aeronautical, chemical, civil, electrical, mechanical or related sub-disciplines that include, but which are not necessarily limited to: systems, safety, bio-engineering, structural, transportation, geo-technical, aerospace and electronic systems, geo-science, information technology, lasers, electro-optics, communications, engineering management, industrial, signal processing, and engineering mechanics. The individual may serve a technical lead on moderately complex, multi-task engineering projects.

The individual provides direct technical support to the design, development, installation, modification, testing, and analysis of systems, processes, methods, techniques or materials. Working under limited supervision, the individual is capable of applying expert knowledge of state-of-the-art technologies. Candidate engineering duties may encompass: engineering studies and analyses; technology planning; systems architecture development; requirements development; concept development; system design; software systems engineering; systems development and integration; test and evaluation; systems operation; construction; control of systems and components; integrated logistics support; modeling and simulation; configuration management; and systems acquisition life cycle management, in compliance with Industry and Government practices

The individual works under limited supervision or direction on increasingly complex project- or program-level engineering assignments, responsible for technically managing and directly supporting multiple tasks in collaboration with more junior technical staff members. The individual provides technical assistance to program managers, project and task leaders, and junior technical staff members on technical problems of moderate complexity.

**Staff Analyst-I** must possess substantive technical expertise and experience in one of the primary analytic disciplines that include, but which are not necessarily limited to: economics, cost, budget, quality assurance, business processes, operations research, remote sensing, systems analysis or other engineering-related technical/functional analysis fields, in compliance with current Industry and Government practices. Working under limited supervision, the individual is capable of technically supporting increasingly complex analytic projects, identifying potential problems and solutions through data analysis and reduction. The individual may serve a technical lead or facilitator on moderately complex, multi-task analytical projects.

The individual works on increasingly complex project- or program-level analytical assignments, responsible for technically managing and directly supporting multiple tasks in collaboration with more junior technical staff members. The individual provides technical assistance to program managers, project and task leaders, and junior technical staff members on technical problems of moderate complexity.

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**11 - Scientist / Engineer / Analyst-II** has not been authorized for the GSA PES FSS at this time, but may be approved in the future.

**12 - Scientist / Engineer / Analyst-I** possesses a Bachelor of Science degree with up to two (2) years of professional experience in a discipline of science, engineering or mathematics, as described below for each labor category. An individual with an Associate of Arts degree, with a minimum of four (4) years of professional experience may also qualify for the position. Similarly, an individual with a high school diploma and a minimum of six (6) years of professional experience may also qualify, depending upon their technical skills, expertise and experience. The individual shall technically support progressively complex scientific, mathematical, engineering or analytic studies or development efforts.

This entry-level technical position authorizes the individual to work in support of one or two tasks in collaboration with other scientists, engineers or analysts under the direct supervision and direction of a task leader or project manager. The individual shall be responsible for the execution of focused progressively complex scientific, mathematical, engineering or analytic studies. The individual may be authorized to conduct task-related technical liaison activities with the Government, under the close supervision of a senior, authorized technical manager. Technically qualified individuals, based on a combination of formal education, training, experience and skills are candidates for this position. Individuals with military operational and/or intelligence-related experience and expertise shall also qualify, depending upon their level of technical, analytical, managerial or administrative experience.

**Scientist-I** must possess technical expertise, experience or skills in at least one or more scientific or mathematical disciplines that support one or more phases of engineering, spanning initial strategic technology planning through life-cycle management and related engineering services. Candidate disciplines include, but are not necessarily limited to: physics, chemistry, astronomy, biology, earth sciences, remote sensing, computer science, communications and information technologies, modeling and simulation, applied mathematics, and statistics, in compliance with current Industry and Government practices.

The individual works under close supervision and direction on increasingly complex project-level scientific assignments, responsible for technically supporting one or more tasks in collaboration with other technical staff members. The individual provides technical assistance to program managers, project and task leaders, and fellow technical staff members on relatively complex problems.

**Engineer-I** must possess technical expertise, experience or skills in at least one of the primary engineering disciplines, to include: aeronautical, chemical, civil, electrical, mechanical or related sub-disciplines that include, but which are not necessarily limited to: systems, safety, bio-engineering, structural, transportation, geo-technical, aerospace and electronic systems, geo-science, information technology, lasers, electro-optics, communications, engineering management, industrial, signal processing, and engineering mechanics.

The individual technically supports the design, development, installation, modification, testing, and analysis of systems, processes, methods, techniques or materials. Working under close supervision and direction, the individual is capable of applying knowledge of state-of-the-art technologies. Candidate engineering duties may encompass: engineering studies and analyses; technology planning; systems architecture development; requirements development; concept development; system design; software systems engineering; systems development and integration; test and evaluation; systems operation; construction; control of systems and components;



integrated logistics support; modeling and simulation; configuration management; and systems acquisition life cycle management, in compliance with Industry and Government practices

The individual works under close supervision and direction on increasingly complex project-level engineering assignments, responsible for technically supporting one or more tasks in collaboration with other technical staff members. The individual provides technical assistance to program managers, project and task leaders, and fellow technical staff members on relatively complex problems.

**Analyst-I** must possess technical expertise and experience in one of the primary analytic disciplines that include, but which are not necessarily limited to: economics, cost, budget, quality assurance, business processes, operations research, remote sensing, systems analysis or other engineering-related technical/functional analysis fields, in compliance with current Industry and Government practices. Working under close supervision and direction, the individual shall technically support increasingly complex analytic projects, identifying potential problems and solutions through data analysis and reduction.

The individual works on progressively complex project-level analytic assignments, responsible for technically supporting one or more tasks in collaboration with other technical staff members. The individual provides technical assistance to program managers, project and task leaders, and junior technical staff members on relatively complex problems.

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**13 - Office Manager / Corporate Special Security Officer (CSSO)** must possess a Bachelor of Science or Bachelor of Arts degree with over two (2) years of professional experience working in an administrative capacity. An individual with an Associate of Arts degree, with a minimum of four (4) years of professional experience may also qualify for the position. Similarly, an individual with both high school and business school diplomas and a minimum of four (4) years of professional experience may also qualify. Alternatively, an individual with a high school diploma and a minimum of six (6) years of professional experience may qualify for this position.

Capable of working independently, the Office Manager is responsible for managing and/or executing the administrative functions of the company, which include: general office support, executive secretarial support, event planning and administration, office relocation planning, human resource planning, maintaining personnel records, mail services, bookkeeping, filing, purchasing, corporate communications, data entry and records archiving, publications planning and support, project administration, and managing administrative and secretarial staff. The individual shall be capable of collecting and organizing information required for the preparation of databases, technical reports or proposals. The individual shall perform specialized non-routine, non-repetitive administrative tasks that require independent judgment and initiative, to support senior corporate managers. The individual shall augment junior administrative or secretarial staff members providing administrative support to the Government sponsor at Government facilities or, alternatively, to corporate technical staff members to satisfy program-level or project requirements. The individual shall also provide managerial guidance and direction to junior administrative- and secretarial staff members and shall be capable of leading multiple administrative tasks with limited supervision or direction.

Pending the Government's decision to sponsor NSSI, Inc. for a Special Compartmented Information Facility (SCIF) accreditation, the Office Manager would be trained to serve as a

Corporate Special Security Officer (CSSO). The individual shall be responsible for developing and applying corporate policies, procedures, and standards for identifying and protecting classified information, personnel, property, facilities, operations and material. As the CSSO, the individual shall provide security and training support in compliance with Industry and Government practices.

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**14 – Corporate Administrative Assistant** has not been authorized for the GSA PES FSS at this time, but may be approved in the future.

**15 – Corporate Secretary-II** has not been authorized for the GSA PES FSS at this time, but may be approved in the future.

**16 – Corporate Secretary-I** has not been authorized for the GSA PES FSS at this time, but may be approved in the future.

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**SERVICES PRICE LIST**

**Professional Engineering Services**  
**Option Period 1 Years 6 – 10 (1 Oct 07 – 30 Sep 12)**  
**For**  
**Special Item Numbers: 871-1, 871-2 and 871-6**

| Labor Category                          | Year 6 Rates                   |                                 | Year 7 Rates                   |                                 | Year 8 Rates                   |                                 | Year 9 Rates                   |                                 | Year 10 Rates                  |                                 |
|---|--------------------------------|---------------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------------------|
|   | NSSI Site<br>10/1/07 - 9/30/08 | Gov't Site<br>10/1/07 - 9/30/08 | NSSI Site<br>10/1/08 - 9/30/09 | Gov't Site<br>10/1/08 - 9/30/09 | NSSI Site<br>10/1/09 - 9/30/10 | Gov't Site<br>10/1/09 - 9/30/10 | NSSI Site<br>10/1/10 - 9/30/11 | Gov't Site<br>10/1/10 - 9/30/11 | NSSI Site<br>10/1/11 - 9/30/12 | Gov't Site<br>10/1/11 - 9/30/12 |
| Senior Lead Scientist/Engineer-II       | \$196.43                       | \$190.52                        | \$202.32                       | \$196.23                        | \$208.39                       | \$202.12                        | \$214.65                       | \$208.19                        | \$221.09                       | \$214.43                        |
| Senior Lead Scientist/Engineer-I *      |                                |                                 |                                |                                 |                                |                                 |                                |                                 |                                |                                 |
| Senior Staff Scientist/Engineer-II *    |                                |                                 |                                |                                 |                                |                                 |                                |                                 |                                |                                 |
| Senior Staff Scientist/Engineer-I       | \$150.72                       | \$146.19                        | \$155.24                       | \$150.57                        | \$159.90                       | \$155.09                        | \$164.70                       | \$159.74                        | \$169.64                       | \$164.54                        |
| Principal Scientist/Engineer/Analyst-II | \$140.02                       | \$135.81                        | \$144.22                       | \$139.88                        | \$148.55                       | \$144.08                        | \$153.00                       | \$148.40                        | \$157.59                       | \$152.85                        |
| Principal Scientist/Engineer/Analyst-I  | \$129.27                       | \$125.38                        | \$133.14                       | \$129.14                        | \$137.14                       | \$133.02                        | \$141.25                       | \$137.01                        | \$145.49                       | \$141.12                        |
| Senior Scientist/Engineer/Analyst-II *  |                                |                                 |                                |                                 |                                |                                 |                                |                                 |                                |                                 |
| Senior Scientist/Engineer/Analyst-I     | \$108.71                       | \$105.44                        | \$111.97                       | \$108.60                        | \$115.33                       | \$111.86                        | \$118.79                       | \$115.22                        | \$122.35                       | \$118.67                        |
| Staff Scientist/Engineer/Analyst-II *   |                                |                                 |                                |                                 |                                |                                 |                                |                                 |                                |                                 |
| Staff Scientist/Engineer/Analyst-I      | \$86.99                        | \$84.38                         | \$89.60                        | \$86.91                         | \$92.29                        | \$89.52                         | \$95.06                        | \$92.20                         | \$97.91                        | \$94.97                         |
| Scientist/Engineer/Analyst-II *         |                                |                                 |                                |                                 |                                |                                 |                                |                                 |                                |                                 |
| Scientist/Engineer/Analyst-I            | \$65.23                        | \$63.27                         | \$67.19                        | \$65.17                         | \$69.20                        | \$67.13                         | \$71.28                        | \$69.14                         | \$73.42                        | \$71.21                         |
| Office Manager/CSSO                     | \$60.89                        | \$59.06                         | \$62.72                        | \$60.83                         | \$64.60                        | \$62.66                         | \$66.54                        | \$64.54                         | \$68.54                        | \$66.47                         |
| Corporate Administrative Assistant *    |                                |                                 |                                |                                 |                                |                                 |                                |                                 |                                |                                 |
| Corporate Secretary-II *                |                                |                                 |                                |                                 |                                |                                 |                                |                                 |                                |                                 |
| Corporate Secretary-I *                 |                                |                                 |                                |                                 |                                |                                 |                                |                                 |                                |                                 |

**Notes:**

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- \* NSSI, Inc. employs 16 labor categories; however, since 1 October 2002 only 8 labor categories' hourly rates have been authorized for inclusion in the GSA PES FSS.
- Travel costs will be additional to the labor rates, as authorized by each order. Travel will comply with the Joint Travel Regulations and burdened with only a 6 % material handling charge.
- Non-travel Other Direct Costs (ODCs) will be billed at cost burdened with a 6 % material handling charge.
- Items available for expedited delivery are noted in this price list (light blue highlight), with the sole exception of the Office Manager / CSSO labor category.
- Effective 1 January 2004 and thereafter, labor prices include a 0.75% Industrial Funding Fee that NSSI, Inc. will pay to GSA FSS.

**SERVICES PRICE LIST**

**Professional Engineering Services**  
**Option Period 2 Years 11 – 15 (1 Oct 12 – 30 Sep 17)**  
**For**  
**Special Item Numbers: 871-1, 871-2 and 871-6**

| Labor Category                          | Year 11 Rates                  |                                 | Year 12 Rates                  |                                 | Year 13 Rates                  |                                 | Year 14 Rates                  |                                 | Year 15 Rates                  |                                 |
|---|--------------------------------|---------------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------------------|
|   | NSSI Site<br>10/1/12 - 9/30/13 | Gov't Site<br>10/1/12 - 9/30/13 | NSSI Site<br>10/1/13 - 9/30/14 | Gov't Site<br>10/1/13 - 9/30/14 | NSSI Site<br>10/1/14 - 9/30/15 | Gov't Site<br>10/1/14 - 9/30/15 | NSSI Site<br>10/1/15 - 9/30/16 | Gov't Site<br>10/1/15 - 9/30/16 | NSSI Site<br>10/1/16 - 9/30/17 | Gov't Site<br>10/1/16 - 9/30/17 |
| Senior Lead Scientist/Engineer-II       | \$227.72                       | \$220.86                        | \$234.55                       | \$227.49                        | \$241.59                       | \$234.31                        | \$248.83                       | \$241.34                        | \$256.30                       | \$248.58                        |
| Senior Lead Scientist/Engineer-I *      |                                |                                 |                                |                                 |                                |                                 |                                |                                 |                                |                                 |
| Senior Staff Scientist/Engineer-II *    |                                |                                 |                                |                                 |                                |                                 |                                |                                 |                                |                                 |
| Senior Staff Scientist/Engineer-I       | \$174.73                       | \$169.47                        | \$179.97                       | \$174.56                        | \$185.37                       | \$179.79                        | \$190.93                       | \$185.19                        | \$196.66                       | \$190.74                        |
| Principal Scientist/Engineer/Analyst-II | \$162.32                       | \$157.44                        | \$167.19                       | \$162.16                        | \$172.20                       | \$167.02                        | \$177.37                       | \$172.03                        | \$182.69                       | \$177.20                        |
| Principal Scientist/Engineer/Analyst-I  | \$149.85                       | \$145.35                        | \$154.35                       | \$149.71                        | \$158.98                       | \$154.20                        | \$163.75                       | \$158.83                        | \$168.66                       | \$163.59                        |
| Senior Scientist/Engineer/Analyst-II *  |                                |                                 |                                |                                 |                                |                                 |                                |                                 |                                |                                 |
| Senior Scientist/Engineer/Analyst-I     | \$126.02                       | \$122.24                        | \$129.80                       | \$125.90                        | \$133.69                       | \$129.68                        | \$137.71                       | \$133.57                        | \$141.84                       | \$137.58                        |
| Staff Scientist/Engineer/Analyst-II *   |                                |                                 |                                |                                 |                                |                                 |                                |                                 |                                |                                 |
| Staff Scientist/Engineer/Analyst-I      | \$100.85                       | \$97.82                         | \$103.88                       | \$100.75                        | \$106.99                       | \$103.77                        | \$110.20                       | \$106.89                        | \$113.51                       | \$110.09                        |
| Scientist/Engineer/Analyst-II *         |                                |                                 |                                |                                 |                                |                                 |                                |                                 |                                |                                 |
| Scientist/Engineer/Analyst-I            | \$75.62                        | \$73.35                         | \$77.89                        | \$75.55                         | \$80.22                        | \$77.82                         | \$82.63                        | \$80.15                         | \$85.11                        | \$82.56                         |
| Office Manager/CSSO                     | \$70.59                        | \$68.47                         | \$72.71                        | \$70.52                         | \$74.89                        | \$72.64                         | \$77.14                        | \$74.82                         | \$79.45                        | \$77.06                         |
| Corporate Administrative Assistant *    |                                |                                 |                                |                                 |                                |                                 |                                |                                 |                                |                                 |
| Corporate Secretary-II *                |                                |                                 |                                |                                 |                                |                                 |                                |                                 |                                |                                 |
| Corporate Secretary-I *                 |                                |                                 |                                |                                 |                                |                                 |                                |                                 |                                |                                 |

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## GENERAL ORDERING PROCEDURES

General information regarding ordering procedures for GSA FSS services and supplies, Blanket Purchase Agreements (BPAs), including a sample BPA format, may be found at the GSA FSS Schedule home page: <http://www.fss.gsa.gov/schedules>.

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## ORDERING PROCEDURES FOR SERVICES REQUIRING A STATEMENT OF WORK

FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Supply Schedules or for some Special Item Numbers (SINs) within a Schedule. GSA has established special ordering procedures for services that require a Statement of Work. These special ordering procedures take precedence over the procedures in FAR 8.404 (b)(2) through (b)(3).

GSA has determined that the prices for services contained in the contractor's price list applicable to this Schedule are fair and reasonable. However, the ordering office using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.

(a) When ordering services, ordering offices shall—

(1) Prepare a Request (Request for Quote or other communication tool):

- (i) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.
- (ii) The request should include the statement of work and request the contractors to submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering office makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials proposal may be requested. The firm-fixed price shall be based on the prices in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other direct charges related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor-hour and time-and-materials orders.
- (iii) The request may ask the contractors, if necessary or appropriate, to submit a project plan for performing the task, and information on the contractor's experience and/or past performance performing similar tasks.

- (iv) The request shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses.

(2) Transmit the Request to Contractors:

- (i) Based upon an initial evaluation of catalogs and price lists, the ordering office should identify the contractors that appear to offer the best value (considering the scope of services offered, pricing and other factors, such as contractors' locations, as appropriate).
- (ii) The request should be provided to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request should be provided to additional contractors that offer services that will meet the agency's needs. Ordering offices should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.

(3) Evaluate Responses and Select the Contractor to Receive the Order:

After responses have been evaluated against the factors identified in the request, the order should be placed with the schedule contractor that represents the best value. (See FAR 8.404)

- (b) The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering office the opportunity to secure volume discounts. When establishing BPAs, ordering offices shall—

- (1) Inform contractors in the request (based on the agency's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.

- (i) **SINGLE BPA:** Generally, a single BPA should be established when the ordering office can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value should be awarded the BPA. (See FAR 8.404)
- (ii) **MULTIPLE BPAs:** When the ordering office determines multiple BPAs are needed to meet its requirements, the ordering office should determine which contractors can meet any technical qualifications before establishing the BPAs. When multiple BPAs are established, the authorized users must follow the

procedures in (a)(2)(ii) above and then place the order with the Schedule contractor that represents the best value.

- (3) Review BPAs Periodically: Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value. (See FAR 8.404)
- (c) The ordering office should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.
- (d) When the ordering office's requirement involves both products as well as executive, administrative and/or professional, services, the ordering office should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the best value. (See FAR 8.404)
- (e) The ordering office, at a minimum, should document orders by identifying the contractor from which the services were purchased, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For agency requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.

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## **National Security Systems Innovators, Incorporated**

### **Executive Summary**

National Security Systems Innovators (NSSI), Inc. provides high quality, responsive and objective system engineering and technical assistance support and time-sensitive technical consulting services to Department of Defense (DoD) organizations, defense contractors, and commercial organizations. NSSI's corporate expertise encompasses: technical program management and program advocacy; strategic planning; corporate research and development analysis; DoD and Intelligence Community liaison activities; architectural systems engineering and analysis; requirements synthesis and transformation; simulation, modeling and performance forecasting; advanced reconnaissance and surveillance systems' acquisition support; spectroradiometric remote sensing expertise for military and intelligence applications; applied geophysics; all-source collection requirements and operations management; support to military operations; and operational intelligence product development support.

Additional information regarding NSSI's system engineering and technical consulting services may be found at the following INTERNET address: <http://www.nssi-ink.com>.

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