



GENERAL SERVICES ADMINISTRATION
Federal Acquisition Service
Authorized Federal Supply Schedule FSS Price List

PTG International, Inc.

13227 Executive Park Terrace
Germantown, MD 20874
(P) 301-972-2626 | (F) 301-972-2774
www-ptg-intl.com

Contract Administrator: David Hauge, dhaug@ptg-intl.com

Contract Number: 47QRAA24D008U
Contract Period: May 31, 2024 – May 30, 2029
Business Size: Certified 8(a) Firm, Small Disadvantaged Business

Schedule Title: Multiple Award Schedule
Federal Supply Group: Professional Services, Information Technology,
Office Management, Human Capital

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

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

Pricelist Current as of Modification #PO-0002 Effective 06/02/2024.

CUSTOMER INFORMATION:

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

SIN	SIN Description
54151S	Information Technology Professional Services
541611	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
561410	Editorial, Publishing, and Library Media Services
611430	Professional and Management Development Training
611430TD	Talent Development
611710	Educational Support Services
OLM	Order Level Materials

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. See pricing beginning on page 5.

1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility, and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item. See Labor Category Descriptions beginning on page 11.

2. Maximum Order: SIN 54151S - \$500,000
SIN 541611, 561410, 611430, 611430TD, 611710 - \$1,000,000
SIN OLM - \$250,000

3. Minimum Order: \$100.00

4. Geographic Coverage: Worldwide

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

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

7. Quantity discounts: Free regular help desk hours for orders greater than \$500,000.00;
Free design of evaluation forms for orders greater than \$250,000.00

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

9. Foreign items: None

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

10b. Expedited Delivery: Contact Contractor

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

10d. Urgent Requirements: Contact Contractor

11. F.O.B Points: Destination

12a. Ordering Address: PTG International, Inc.
ATTN: aC Hauge
13227 Executive Park Terrace
Germantown, MD 20874
(P) 301-775-2441 | (F) 301-972-2774
dhauge@ptg-intl.com

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

13. Payment address (is): PTG International, Inc.
Accounts Receivables
ATTN: Karen Nelson
13227 Executive Park Terrace
Germantown, MD 20874
(P) 240-271-2906 | (F) 301-972-2774
knelson@ptg-intl.com

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

15. Export Packing Charges: N/A

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

17. Terms and conditions of installation: N/A

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

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

19. List of service and distribution points: N/A

20. List of participating dealers: N/A

21. Preventive maintenance: N/A

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

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

23. Unique Entity Identifier (UEI) Number: EHVWQC5LJRV9

24. Notification regarding registration in System for Award Management (SAM) database:
PTG International, Inc. is registered at SAM.gov.



**GSA Hourly Rates (w/IFF)
SIN 54151S**

SIN	Labor Category	Year 1	Year 2	Year 3	Year 4	Year 5
		05/31/24	05/31/25	05/31/26	05/31/27	05/31/28
		– 05/30/25	– 05/30/26	– 05/30/27	– 05/30/28	– 05/30/29
54151S	IT Journeyman Computer and Information Systems Manager	\$135.05	\$139.38	\$143.84	\$148.44	\$153.19
54151S	IT Journeyman Database Administrator	\$108.43	\$111.90	\$115.48	\$119.17	\$122.98
54151S	IT Journeyman Software Developer	\$125.24	\$129.25	\$133.38	\$137.65	\$142.06
54151S	IT Senior Business Analyst	\$123.60	\$127.56	\$131.64	\$135.85	\$140.19
54151S	IT Senior Computer Systems Engineer / Architect	\$147.57	\$152.29	\$157.17	\$162.20	\$167.39
54151S	IT Senior Database Administrator	\$137.47	\$141.87	\$146.42	\$151.10	\$155.94
54151S	IT Senior Project Manager	\$158.23	\$163.29	\$168.52	\$173.91	\$179.48
54151S	IT Senior Software Developer	\$137.42	\$141.81	\$146.35	\$151.03	\$155.87
54151S	IT Senior Web Developer	\$131.12	\$135.31	\$139.65	\$144.12	\$148.74
54151S	IT SME Business Analyst	\$139.24	\$143.70	\$148.29	\$153.04	\$157.93

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



**GSA Hourly Rates (w/IFF)
SINs 541611, 561410, 611430, 611430TD, 611710**

SIN	Labor Category	Year 1	Year 2	Year 3	Year 4	Year 5
		05/31/24 – 05/30/25	05/31/25 – 05/30/26	05/31/26 – 05/30/27	05/31/27 – 05/30/28	05/31/28 – 05/30/29
541611, 561410, 611430, 611430TD, 611710	Business Analyst	\$129.95	\$134.12	\$138.41	\$142.84	\$147.42
541611, 561410, 611430, 611430TD, 611710	Consultant	\$96.28	\$99.37	\$102.55	\$105.83	\$109.22
541611, 561410, 611430, 611430TD, 611710	Database Administrator	\$164.92	\$170.20	\$175.65	\$181.27	\$187.07
541611, 561410, 611430, 611430TD, 611710	Journeyman Business Analyst	\$112.80	\$116.40	\$120.13	\$123.98	\$127.95
541611, 561410, 611430, 611430TD, 611710	Journeyman Consultant	\$122.70	\$126.63	\$130.68	\$134.86	\$139.17
541611, 561410, 611430, 611430TD, 611710	Journeyman Human Capital / Training Consultant	\$129.95	\$134.12	\$138.41	\$142.84	\$147.42
541611, 561410, 611430, 611430TD, 611710	Journeyman Human Resources Specialist	\$108.78	\$112.25	\$115.85	\$119.56	\$123.39
541611, 561410, 611430, 611430TD, 611710	Journeyman Instructional System Designer (ISD)	\$106.70	\$110.12	\$113.64	\$117.28	\$121.03
541611, 561410, 611430, 611430TD, 611710	Journeyman Learning and Development Specialist	\$124.98	\$128.98	\$133.11	\$137.37	\$141.76
541611, 561410, 611430, 611430TD, 611710	Journeyman Project Manager	\$130.68	\$134.86	\$139.17	\$143.63	\$148.22
541611, 561410, 611430, 611430TD, 611710	Junior Business Analyst	\$98.45	\$101.60	\$104.86	\$108.21	\$111.68
541611, 561410, 611430, 611430TD, 611710	Junior Human Capital / Training Consultant	\$96.28	\$99.37	\$102.55	\$105.83	\$109.22

SIN	Labor Category	Year 1	Year 2	Year 3	Year 4	Year 5
		05/31/24 – 05/30/25	05/31/25 – 05/30/26	05/31/26 – 05/30/27	05/31/27 – 05/30/28	05/31/28 – 05/30/29
541611, 561410, 611430, 611430TD, 611710	Junior Instructional Production	\$83.21	\$85.87	\$88.62	\$91.46	\$94.38
541611, 561410, 611430, 611430TD, 611710	Principle Research Scientist / Senior Manager	\$203.12	\$209.62	\$216.33	\$223.25	\$230.40
541611, 561410, 611430, 611430TD, 611710	Program Manager	\$153.36	\$158.27	\$163.34	\$168.56	\$173.95
541611, 561410, 611430, 611430TD, 611710	Project Manager	\$147.40	\$152.11	\$156.98	\$162.01	\$167.19
541611, 561410, 611430, 611430TD, 611710	Psychometrician / Senior I/O Psychologist	\$188.61	\$194.65	\$200.88	\$207.30	\$213.93
541611, 561410, 611430, 611430TD, 611710	Research Scientist / Junior Consultant	\$130.89	\$135.08	\$139.41	\$143.87	\$148.47
541611, 561410, 611430, 611430TD, 611710	Senior Business Analyst I	\$122.62	\$126.54	\$130.59	\$134.77	\$139.08
541611, 561410, 611430, 611430TD, 611710	Senior Business Analyst II	\$152.47	\$157.35	\$162.39	\$167.59	\$172.95
541611, 561410, 611430, 611430TD, 611710	Senior Consultant	\$139.28	\$143.74	\$148.34	\$153.09	\$157.98
541611, 561410, 611430, 611430TD, 611710	Senior Database Administrator	\$184.73	\$190.64	\$196.74	\$203.03	\$209.53
541611, 561410, 611430, 611430TD, 611710	Senior Human Capital / Training Consultant	\$164.92	\$170.20	\$175.65	\$181.27	\$187.07
541611, 561410, 611430, 611430TD, 611710	Senior Human Resources Manager	\$161.44	\$166.61	\$171.94	\$177.44	\$183.12
541611, 561410, 611430, 611430TD, 611710	Senior Instructional Production	\$124.98	\$128.98	\$133.11	\$137.37	\$141.76
541611, 561410, 611430, 611430TD, 611710	Senior Instructional System Designer (ISD)	\$129.05	\$133.18	\$137.44	\$141.84	\$146.38

SIN	Labor Category	Year 1	Year 2	Year 3	Year 4	Year 5
		05/31/24 – 05/30/25	05/31/25 – 05/30/26	05/31/26 – 05/30/27	05/31/27 – 05/30/28	05/31/28 – 05/30/29
541611, 561410, 611430, 611430TD, 611710	Senior Learning and Development Specialist	\$135.46	\$139.79	\$144.26	\$148.88	\$153.64
541611, 561410, 611430, 611430TD, 611710	Senior Program Manager I	\$161.33	\$166.49	\$171.82	\$177.32	\$182.99
541611, 561410, 611430, 611430TD, 611710	Senior Program Manager II	\$190.87	\$196.98	\$203.28	\$209.79	\$216.50
541611, 561410, 611430, 611430TD, 611710	Senior Project Manager	\$157.06	\$162.09	\$167.27	\$172.62	\$178.15
541611, 561410, 611430, 611430TD, 611710	Senior Research Associate	\$85.12	\$87.84	\$90.65	\$93.55	\$96.54
541611, 561410, 611430, 611430TD, 611710	Senior Research Scientist / Consultant	\$169.27	\$174.69	\$180.28	\$186.06	\$192.01
541611, 561410, 611430, 611430TD, 611710	Senior System Engineer	\$143.69	\$148.28	\$153.03	\$157.92	\$162.98
541611, 561410, 611430, 611430TD, 611710	Senior Technical Specialist	\$148.46	\$153.22	\$158.13	\$163.18	\$168.40
541611, 561410, 611430, 611430TD, 611710	SME Business Analyst	\$154.27	\$159.20	\$164.30	\$169.56	\$174.99
541611, 561410, 611430, 611430TD, 611710	SME Executive Consultant	\$193.52	\$199.72	\$206.11	\$212.71	\$219.52
541611, 561410, 611430, 611430TD, 611710	SME Human Resources Analyst	\$157.04	\$162.07	\$167.25	\$172.60	\$178.13
541611, 561410, 611430, 611430TD, 611710	SME Human Resources Specialist	\$173.01	\$178.54	\$184.25	\$190.15	\$196.23
541611, 561410, 611430, 611430TD, 611710	SME Learning and Development Specialist	\$179.34	\$185.08	\$191.00	\$197.12	\$203.43
541611, 561410, 611430, 611430TD, 611710	SME Technical Expert	\$146.61	\$151.30	\$156.15	\$161.15	\$166.31

SIN	Labor Category	Year 1	Year 2	Year 3	Year 4	Year 5
		05/31/24 – 05/30/25	05/31/25 – 05/30/26	05/31/26 – 05/30/27	05/31/27 – 05/30/28	05/31/28 – 05/30/29
541611, 561410, 611430, 611430TD, 611710	System Engineer	\$106.40	\$109.80	\$113.32	\$116.95	\$120.69
541611, 561410, 611430, 611430TD, 611710	Systems Administrator	\$120.70	\$124.55	\$128.54	\$132.65	\$136.90
541611, 561410, 611430, 611430TD, 611710	Training Evaluation Specialist	\$174.12	\$179.69	\$185.44	\$191.38	\$197.50

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



**GSA Training Pricing (w/IFF)
SIN 611430TD**

Manufacturer Number	Product Name	GSA Price
1001-1	TEMPO® Monthly Service Fee: 0-26 Active Courses	\$3,236.33
1001-2	TEMPO® Monthly Service Fee: 101-250 Active Courses	\$5,659.60
1001-3	TEMPO® Monthly Service Fee: 501-1000 Active Courses	\$7,709.53
1001-4	TEMPO® Monthly Service Fee: 1001-1500 Active Courses	\$9,313.46
1001-5	TEMPO® Monthly Service Fee: 1501-2000 Active Courses	\$10,353.80
2001	TEMPO® Electronic Form Fee	\$0.14
3001	TEMPO® Paper Form Fee	\$3.95
4001	TEMPO® Custom Reports	\$14,364.81
5001	TEMPO® Training Session	\$2,127.51
6001	TEMPO® AWS Hosting (per month)	\$3,262.17

Labor Category Descriptions SIN 54151S

IT Journeyman Computer and Information Systems Manager

Functional Responsibility: Plan, direct, or coordinate activities in such fields as electronic data processing, information systems, systems analysis, and computer programming. Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

IT Journeyman Database Administrator

Functional Responsibility: Administer, test, and implement computer databases, applying knowledge of database management systems. Coordinate changes to computer databases. May plan, coordinate, and implement security measures to safeguard computer databases.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

IT Journeyman Software Developer

Functional Responsibility: Develop, create, and modify general computer applications software or specialized utility programs. Analyze user needs and develop software solutions. Design software or customize software for client use with the aim of optimizing operational efficiency. May analyze and design databases within an application area, working individually or coordinating database development as part of a team. May supervise computer programmers.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

IT Senior Business Analyst

Functional Responsibility: Produce financial and market intelligence by querying data repositories and generating periodic reports. Devise methods for identifying data patterns and trends in available information sources.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

IT Senior Computer Systems Engineer / Architect

Functional Responsibility: Design and develop solutions to complex applications problems, system administration issues, or network concerns. Perform systems management and integration functions.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

IT Senior Database Administrator

Functional Responsibility: Administer, test, and implement computer databases, applying knowledge of database management systems. Coordinate changes to computer databases. May plan, coordinate, and implement security measures to safeguard computer databases.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

IT Senior Project Manager

Functional Responsibility: Plan, initiate, and manage information technology (IT) projects. Lead and guide the work of technical staff. Serve as liaison between business and technical aspects of projects. Plan project stages and assess business implications for each stage. Monitor progress to assure deadlines, standards, and cost targets are met.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

IT Senior Software Developer

Functional Responsibility: Develop, create, and modify general computer applications software or specialized utility programs. Analyze user needs and develop software solutions. Design software or customize software for client use with the aim of optimizing operational efficiency. May analyze and design databases within an application area, working individually or coordinating database development as part of a team. May supervise computer programmers.

Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

IT Senior Web Developer

Functional Responsibility: Design, create, and modify Web sites. Analyze user needs to implement Web site content, graphics, performance, and capacity. May integrate Web sites with other computer applications. May convert written, graphic, audio, and video components to compatible Web formats by using software designed to facilitate the creation of Web and multimedia content.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

IT SME Business Analyst

Functional Responsibility: Produce financial and market intelligence by querying data repositories and generating periodic reports. Devise methods for identifying data patterns and trends in available information sources.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

Experience & Degree Substitution Equivalencies

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

Labor Category	Standard Qualifications		Substitution				
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
IT Journeyman Computer and Information Systems Manager	Bachelors	2	0	0	2	4	6
IT Journeyman Database Administrator	Bachelors	2	0	0	2	4	6
IT Journeyman Software Developer	Bachelors	2	0	0	2	4	6
IT Senior Business Analyst	Bachelors	6	2	4	6	8	10
IT Senior Computer Systems Engineer / Architect	Bachelors	6	2	4	6	8	10
IT Senior Database Administrator	Bachelors	6	2	4	6	8	10
IT Senior Project Manager	Bachelors	6	2	4	6	8	10
IT Senior Software Developer	Bachelors	6	2	4	6	8	10
IT Senior Web Developer	Bachelors	6	2	4	6	8	10
IT SME Business Analyst	Bachelors	8	4	6	8	10	12

Labor Category Descriptions
SINs 541611, 561410, 611430, 611430TD & 611710

Business Analyst

Functional Responsibility: Provides management consulting activities alongside the project/program manager, technical staff, and Federal clients for strategy, financial operations, and business support services. Duties may include high-level analysis and support related to statutory requirements and compliance, agency mission, strategic goals, business process reengineering, implementation plans, and integration of processes and procedures.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Consultant

Functional Responsibility: Conduct organizational studies and evaluations, design systems and procedures, conduct work simplification and measurement studies, and prepare operations and procedures manuals to assist management in operating more efficiently and effectively. Includes program analysts and management consultants.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Database Administrator

Functional Responsibility: Administer, test, and implement computer databases, applying knowledge of database management systems. Coordinate changes to computer databases. May plan, coordinate, and implement security measures to safeguard computer databases.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Journeyman Business Analyst

Functional Responsibility: Provides management consulting activities alongside the project/program manager, technical staff, and Federal clients for strategy, financial operations, and business support services. Duties may include high-level analysis and support related to statutory requirements and compliance, agency mission, strategic goals, business process reengineering, implementation plans, and integration of processes and procedures.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Journeyman Consultant

Functional Responsibility: Conduct organizational studies and evaluations, design systems and procedures, conduct work simplification and measurement studies, and prepare operations and procedures manuals to assist management in operating more efficiently and effectively. Includes program analysts and management consultants.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Journeyman Human Capital / Training Consultant

Functional Responsibility: Develops and implements human resource strategies and initiatives within an organization. Manages and optimizes an organization's human capital by attracting, developing, and retaining talented individuals. Responsible for designing, implementing, and managing the evaluation process for training programs within an organization. Assesses the effectiveness of training initiatives and providing recommendations for improvement based on data-driven insights. Works closely with the Learning and Development team, subject matter experts, and other stakeholders to ensure that training programs align with organizational goals and objectives.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Journeyman Human Resources Specialist

Functional Responsibility: Perform activities in the human resource area. Includes employment specialists who screen, recruit, interview, and place workers.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Journeyman Instructional System Designer (ISD)

Functional Responsibility: Responsible for developing, designing, and implementing effective instructional strategies and materials for educational or training programs. The ISD collaborates with subject matter experts, instructional designers, and other stakeholders to analyze learning needs, create learning objectives, and design engaging and interactive learning experiences. The ISD applies instructional design principles, adult learning theories, and technology tools to create effective learning solutions that meet the needs of the target audience.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Journeyman Learning and Development Specialist

Functional Responsibility: Responsible for the creation, production, and delivery of high-quality learning materials and resources to support the organization's training and development initiatives. This role involves collaborating with subject matter experts (SMEs), instructional designers, and stakeholders to design, develop, and implement effective learning solutions that meet the organization's learning objectives. The L&D Production Specialist plays a critical role in enhancing employee performance, improving skills, and fostering a culture of continuous learning within the organization.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Journeyman Project Manager

Functional Responsibility: Plan, initiate, and manage projects. Lead and guide the work of technical staff. Serve as liaison between business and technical aspects of projects. Plan project stages and assess business implications for each stage. Monitor progress to assure deadlines, standards, and cost targets are met.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Junior Business Analyst

Functional Responsibility: Provides management consulting activities alongside the project/program manager, technical staff, and Federal clients for strategy, financial operations, and business support services. Duties may include high-level analysis and support related to statutory requirements and compliance, agency mission, strategic goals, business process reengineering, implementation plans, and integration of processes and procedures.

Minimum Education: Associates Degree

Minimum Experience: 0 Years

Junior Human Capital / Training Consultant

Functional Responsibility: Develops and implements human resource strategies and initiatives within an organization. Manages and optimizes an organization's human capital by attracting, developing, and retaining talented individuals. Responsible for designing, implementing, and managing the evaluation process for training programs within an organization. Assesses the effectiveness of training initiatives and providing recommendations for improvement based on data-driven insights. Works closely with the Learning and Development team, subject matter experts, and other stakeholders to ensure that training programs align with organizational goals and objectives.

Minimum Education: Associates Degree

Minimum Experience: 0 Years

Junior Instructional Production

Functional Responsibility: Responsible for creating, developing, and managing instructional materials for educational or training purposes. This role involves working closely with subject matter experts, instructional designers, and multimedia specialists to produce high-quality instructional materials that effectively convey the intended learning objectives.

Minimum Education: Bachelors Degree

Minimum Experience: 2 Years

Principle Research Scientist / Senior Manager

Functional Responsibility: Consulting experience conducting mid- to large-scale assessment research projects in the private or public sector, with responsibility for technical quality, timeliness, and budget. Leads and conducts scientific research activities, managing a team of researchers, and providing strategic guidance in the development and execution of research projects. Plays a crucial role in advancing the organization's scientific knowledge and driving innovation.

Minimum Education: Bachelors Degree

Minimum Experience: 15 Years

Program Manager

Functional Responsibility: This is a Senior Level position which requires extensive experience in the management discipline and exceptional leadership. This position provides program management leadership and services in support of the goal and objective of the PWS, as required by the Government. Oversees and manages program and project management teams, daily operations, client/customer

relationships, has ultimate responsibility for the quality of deliverables, and develops, monitors, and reports on program objectives, budget, and schedule status and performance. Responsible for the technical, contractual, administrative, and financial aspects of programs. Responsible for identifying, proposing resolutions, and resolving program management issues. Responsible for managing one or more programs and/or projects, and successfully implements programs/projects.

Minimum Education: Bachelors Degree

Minimum Experience: 7 Years

Project Manager

Functional Responsibility: Plan, initiate, and manage projects. Lead and guide the work of technical staff. Serve as liaison between business and technical aspects of projects. Plan project stages and assess business implications for each stage. Monitor progress to assure deadlines, standards, and cost targets are met.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Psychometrician / Senior I/O Psychologist

Functional Responsibility: Experience in assessment and testing (including survey development) in a business setting; organizational skills directly related to management of large-scale assessment programs; excellent written and oral communication skills including proposal writing/costing; working knowledge of testing methodologies related to systems design. Experience demonstrating advanced skills in data analytic design, including probability distributions, t-tests, analysis of variance, correlation and regression techniques, sampling theory, and other statistics required in the development and validation of surveys and assessments.

Minimum Education: Masters Degree

Minimum Experience: 10 Years

Research Scientist / Junior Consultant

Functional Responsibility: Experience in demonstrated skill in planning and conducting consulting/research projects on evaluation and assessment design and implementation. Consulting experience contributing to and occasionally leading small to mid-sized projects in the private or public sector.

Minimum Education: Bachelors Degree

Minimum Experience: 5 Years

Senior Business Analyst I

Functional Responsibility: Provides management consulting activities alongside the project/program manager, technical staff, and Federal clients for strategy, financial operations, and business support services. Duties may include high-level analysis and support related to statutory requirements and compliance, agency mission, strategic goals, business process reengineering, implementation plans, and integration of processes and procedures.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Senior Business Analyst II

Functional Responsibility: Provides management consulting activities alongside the project/program manager, technical staff, and Federal clients for strategy, financial operations, and business support services. Duties may include high-level analysis and support related to statutory requirements and compliance, agency mission, strategic goals, business process reengineering, implementation plans, and integration of processes and procedures.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

Senior Consultant

Functional Responsibility: Conduct organizational studies and evaluations, design systems and procedures, conduct work simplification and measurement studies, and prepare operations and procedures manuals to assist management in operating more efficiently and effectively. Includes program analysts and management consultants.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Senior Database Administrator

Functional Responsibility: Administer, test, and implement computer databases, applying knowledge of database management systems. Coordinate changes to computer databases. May plan, coordinate, and implement security measures to safeguard computer databases.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Senior Human Capital / Training Consultant

Functional Responsibility: Develops and implements human resource strategies and initiatives within an organization. Manages and optimizes an organization's human capital by attracting, developing, and retaining talented individuals. Responsible for designing, implementing, and managing the evaluation process for training programs within an organization. Assesses the effectiveness of training initiatives and providing recommendations for improvement based on data-driven insights. Works closely with the Learning and Development team, subject matter experts, and other stakeholders to ensure that training programs align with organizational goals and objectives.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Senior Human Resources Manager

Functional Responsibility: Plan, direct, or coordinate human resources activities and staff of an organization.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Senior Instructional Production

Functional Responsibility: Responsible for creating, developing, and managing instructional materials for educational or training purposes. This role involves working closely with subject matter experts, instructional designers, and multimedia specialists to produce high-quality instructional materials that effectively convey the intended learning objectives.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Senior Instructional System Designer (ISD)

Functional Responsibility: Responsible for developing, designing, and implementing effective instructional strategies and materials for educational or training programs. The ISD collaborates with subject matter experts, instructional designers, and other stakeholders to analyze learning needs, create learning objectives, and design engaging and interactive learning experiences. The ISD applies instructional design principles, adult learning theories, and technology tools to create effective learning solutions that meet the needs of the target audience.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Senior Learning and Development Specialist

Functional Responsibility: Responsible for the creation, production, and delivery of high-quality learning materials and resources to support the organization's training and development initiatives. This role involves collaborating with subject matter experts (SMEs), instructional designers, and stakeholders to design, develop, and implement effective learning solutions that meet the organization's learning objectives. The L&D Production Specialist plays a critical role in enhancing employee performance, improving skills, and fostering a culture of continuous learning within the organization.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Senior Program Manager I

Functional Responsibility: This is a Senior Level position which requires extensive experience in the management discipline and exceptional leadership. This position provides program management leadership and services in support of the goal and objective of the PWS, as required by the Government. Oversees and manages program and project management teams, daily operations, client/customer relationships, has ultimate responsibility for the quality of deliverables, and develops, monitors, and reports on program objectives, budget, and schedule status and performance. Responsible for the technical, contractual, administrative, and financial aspects of programs. Responsible for identifying, proposing resolutions, and resolving program management issues. Responsible for managing one or more programs and/or projects, and successfully implements programs/projects.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Senior Program Manager II

Functional Responsibility: This is a Senior Level position which requires extensive experience in the management discipline and exceptional leadership. This position provides program management

leadership and services in support of the goal and objective of the PWS, as required by the Government. Oversees and manages program and project management teams, daily operations, client/customer relationships, has ultimate responsibility for the quality of deliverables, and develops, monitors, and reports on program objectives, budget, and schedule status and performance. Responsible for the technical, contractual, administrative, and financial aspects of programs. Responsible for identifying, proposing resolutions, and resolving program management issues. Responsible for managing one or more programs and/or projects, and successfully implements programs/projects.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

Senior Project Manager

Functional Responsibility: Plan, initiate, and manage information technology (IT) projects. Lead and guide the work of technical staff. Serve as liaison between business and technical aspects of projects. Plan project stages and assess business implications for each stage. Monitor progress to assure deadlines, standards, and cost targets are met.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Senior Research Associate

Functional Responsibility: Assists in the planning, execution, and analysis of research projects under the supervision of a principal investigator or project leader.

Minimum Education: Bachelors Degree

Minimum Experience: 1 Year

Senior Research Scientist / Consultant

Functional Responsibility: Experience in demonstrated skill in planning and conducting consulting/research projects on evaluation and assessment design and implementation. Consulting experience contributing to and occasionally leading small to mid-sized projects in the private or public sector. Experience successfully implementing the development and validation of evaluation and assessment products for a variety of public and private sector customers, with individual contributor responsibility for technical quality, timeliness, and budget.

Minimum Education: Bachelors Degree

Minimum Experience: 10 Years

Senior System Engineer

Functional Responsibility: Responsible for designing, implementing, and maintaining complex computer systems and networks within an organization. Plays a critical role in ensuring the efficient operation and availability of IT infrastructure while addressing the organization's needs and objectives. Requires a strong understanding of hardware, software, and networking technologies, as well as advanced problem-solving and analytical skills.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Senior Technical Specialist

Functional Responsibility: Responsible for providing technical expertise and support to the organization's IT infrastructure, applications, and end-users. Troubleshoots complex technical issues, implements IT solutions, and ensures the efficient operation of various IT systems. Collaborates with the IT team, vendors, and end-users to deliver high-quality technical support and optimize the organization's IT environment. Respond to and resolve escalated IT support requests from end-users and other IT team members. Troubleshoot hardware, software, and network-related issues to identify root causes and implement solutions promptly.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

SME Business Analyst

Functional Responsibility: Provides management consulting activities alongside the project/program manager, technical staff, and Federal clients for strategy, financial operations, and business support services. Duties may include high-level analysis and support related to statutory requirements and compliance, agency mission, strategic goals, business process reengineering, implementation plans, and integration of processes and procedures.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

SME Executive Consultant

Functional Responsibility: Conduct organizational studies and evaluations, design systems and procedures, conduct work simplification and measurement studies, and prepare operations and procedures manuals to assist management in operating more efficiently and effectively. Includes program analysts and management consultants.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

SME Human Resources Analyst

Functional Responsibility: Conduct programs of compensation and benefits and job analysis for employer. May specialize in specific areas, such as position classification and pension programs; plan, develop, evaluate, improve, and communicate methods and techniques for selecting, promoting, compensating, evaluating, and training workers.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

SME Human Resources Specialist

Functional Responsibility: Perform activities in the human resource area. Includes employment specialists who screen, recruit, interview, and place workers.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

SME Learning and Development Specialist

Functional Responsibility: Responsible for the creation, production, and delivery of high-quality learning materials and resources to support the organization's training and development initiatives. This role involves collaborating with subject matter experts (SMEs), instructional designers, and stakeholders to design, develop, and implement effective learning solutions that meet the organization's learning objectives. The L&D Production Specialist plays a critical role in enhancing employee performance, improving skills, and fostering a culture of continuous learning within the organization.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

SME Technical Expert

Functional Responsibility: Provide in-depth knowledge and expertise in a specific technical field. Serves as a subject matter expert, providing technical guidance, support, and solutions to internal teams, clients, and stakeholders. The primary responsibility of the SME Technical Expert is to leverage their expertise to drive the successful implementation, development, and improvement of technical solutions.

Minimum Education: Bachelors Degree

Minimum Experience: 8 Years

System Engineer

Functional Responsibility: Responsible for designing, implementing, and maintaining complex computer systems and networks within an organization. Plays a critical role in ensuring the efficient operation and availability of IT infrastructure while addressing the organization's needs and objectives. Requires a strong understanding of hardware, software, and networking technologies, as well as advanced problem-solving and analytical skills.

Minimum Education: Bachelors Degree

Minimum Experience: 3 Years

Systems Administrator

Functional Responsibility: Responsible for the implementation, maintenance, and support of an organization's IT infrastructure. Ensure smooth functioning of the company's hardware, software, and network systems. Collaborates with the IT team and other departments to meet technology needs, troubleshoot issues, and optimize system performance. Respond to IT helpdesk tickets and provide technical assistance to employees. Troubleshoot hardware and software problems faced by end-users. Offer training and guidance to users on IT tools and best practices.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Training Evaluation Specialist

Functional Responsibility: Responsible for designing, implementing, and managing the evaluation process for training programs within an organization. This role involves assessing the effectiveness of training initiatives and providing recommendations for improvement based on data-driven insights. The Training Evaluation Specialist works closely with the Learning and Development team, subject matter

experts, and other stakeholders to ensure that training programs align with organizational goals and objectives.

Minimum Education: Bachelors Degree

Minimum Experience: 6 Years

Experience & Degree Substitution Equivalencies

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

Labor Category	Standard Qualifications		Substitution				
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Business Analyst	Bachelors	2	0	0	2	4	6
Consultant	Bachelors	2	0	0	2	4	6
Database Administrator	Bachelors	2	0	0	2	4	6
Journeyman Business Analyst	Bachelors	2	0	0	2	4	6
Journeyman Consultant	Bachelors	2	0	0	2	4	6
Journeyman Human Capital / Training Consultant	Bachelors	2	0	0	2	4	6
Journeyman Human Resources Specialist	Bachelors	2	0	0	2	4	6
Journeyman Instructional System Designer (ISD)	Bachelors	2	0	0	2	4	6
Journeyman Learning and Development Specialist	Bachelors	2	0	0	2	4	6
Journeyman Project Manager	Bachelors	2	0	0	2	4	6
Junior Business Analyst	Associates	0	0	0	0	0	2
Junior Human Capital / Training Consultant	Associates	0	0	0	0	0	2
Junior Instructional Production	Bachelors	2	0	0	2	4	6
Principle Research Scientist / Senior Manager	Bachelors	15	11	13	15	17	19

Labor Category	Standard Qualifications		Substitution				
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Program Manager	Bachelors	7	3	5	7	9	11
Project Manager	Bachelors	6	2	4	6	8	10
Psychometrician / Senior I/O Psychologist	Masters	10	8	10	12	14	16
Research Scientist / Junior Consultant	Bachelors	5	1	3	5	7	9
Senior Business Analyst I	Bachelors	6	2	4	6	8	10
Senior Business Analyst II	Bachelors	8	4	6	8	10	12
Senior Consultant	Bachelors	6	2	4	6	8	10
Senior Database Administrator	Bachelors	6	2	4	6	8	10
Senior Human Capital / Training Consultant	Bachelors	6	2	4	6	8	10
Senior Human Resources Manager	Bachelors	6	2	4	6	8	10
Senior Instructional Production	Bachelors	6	2	4	6	8	10
Senior Instructional System Designer (ISD)	Bachelors	6	2	4	6	8	10
Senior Learning and Development Specialist	Bachelors	6	2	4	6	8	10
Senior Program Manager I	Bachelors	6	2	4	6	8	10
Senior Program Manager II	Bachelors	8	4	6	8	10	12
Senior Project Manager	Bachelors	6	2	4	6	8	10
Senior Research Associate	Bachelors	1	0	0	1	3	5
Senior Research Scientist / Consultant	Bachelors	10	6	8	10	12	14
Senior System Engineer	Bachelors	6	2	4	6	8	10

Labor Category	Standard Qualifications		Substitution				
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Senior Technical Specialist	Bachelors	6	2	4	6	8	10
SME Business Analyst	Bachelors	8	4	6	8	10	12
SME Executive Consultant	Bachelors	8	4	6	8	10	12
SME Human Resources Analyst	Bachelors	8	4	6	8	10	12
SME Human Resources Specialist	Bachelors	8	4	6	8	10	12
SME Learning and Development Specialist	Bachelors	8	4	6	8	10	12
SME Technical Expert	Bachelors	8	4	6	8	10	12
System Engineer	Bachelors	3	0	1	3	5	7
Systems Administrator	Bachelors	6	2	4	6	8	10
Training Evaluation Specialist	Bachelors	6	2	4	6	8	10

**Product Descriptions
SIN 611430TD**

Manufacturer Number	Product Name	Product Description	Unit of Issue
1001-1	TEMPO® Monthly Service Fee: 0-26 Active Courses	TEMPO® Evaluation Management System (EMS) is PTG’s SaaS training evaluation and surveying tool. TEMPO evaluates the effectiveness of training programs while making recommendations for continuous improvement allowing agencies to evaluate and refine their training programs over time. This includes surveys or assessments of participants and analysis of performance metrics from evaluation Levels 1 – 4, and to Level 5 (ROI), if desired. As a SaaS solution, TEMPO can be easily scaled up or down based on the needs of the organization. TEMPO is hosted within a government cloud environment (AWS FedRAMP-compliant GovCloud) providing additional security and compliance benefits. If needed, TEMPO can be hosted on premise within an organization’s infrastructure.	EC
1001-2	TEMPO® Monthly Service Fee: 101-250 Active Courses	TEMPO® Evaluation Management System (EMS) is PTG’s SaaS training evaluation and surveying tool. TEMPO evaluates the effectiveness of training programs while making recommendations for continuous improvement allowing agencies to evaluate and refine their training programs over time. This includes surveys or assessments of participants and analysis of performance metrics from evaluation Levels 1 – 4, and to Level 5 (ROI), if desired. As a SaaS solution, TEMPO can be easily scaled up or down based on the needs of the organization. TEMPO is hosted within a government cloud environment (AWS FedRAMP-compliant GovCloud) providing additional security and compliance benefits. If needed, TEMPO can be hosted on premise within an organization’s infrastructure.	EC
1001-3	TEMPO® Monthly Service Fee: 501-1000 Active Courses	TEMPO® Evaluation Management System (EMS) is PTG’s SaaS training evaluation and surveying tool. TEMPO evaluates the effectiveness of training programs while making recommendations for continuous improvement allowing agencies to evaluate and refine their training programs over time. This includes surveys or assessments of participants and analysis of performance metrics from evaluation Levels 1 – 4, and to Level 5 (ROI), if desired. As a SaaS solution, TEMPO can be easily scaled up or down based on the needs of the organization. TEMPO is hosted within a government cloud environment (AWS FedRAMP-compliant GovCloud) providing additional security and	EC

Manufacturer Number	Product Name	Product Description	Unit of Issue
		compliance benefits. If needed, TEMPO can be hosted on premise within an organization's infrastructure.	
1001-4	TEMPO® Monthly Service Fee: 1001-1500 Active Courses	TEMPO® Evaluation Management System (EMS) is PTG's SaaS training evaluation and surveying tool. TEMPO evaluates the effectiveness of training programs while making recommendations for continuous improvement allowing agencies to evaluate and refine their training programs over time. This includes surveys or assessments of participants and analysis of performance metrics from evaluation Levels 1 – 4, and to Level 5 (ROI), if desired. As a SaaS solution, TEMPO can be easily scaled up or down based on the needs of the organization. TEMPO is hosted within a government cloud environment (AWS FedRAMP-compliant GovCloud) providing additional security and compliance benefits. If needed, TEMPO can be hosted on premise within an organization's infrastructure.	EC
1001-5	TEMPO® Monthly Service Fee: 1501-2000 Active Courses	TEMPO® Evaluation Management System (EMS) is PTG's SaaS training evaluation and surveying tool. TEMPO evaluates the effectiveness of training programs while making recommendations for continuous improvement allowing agencies to evaluate and refine their training programs over time. This includes surveys or assessments of participants and analysis of performance metrics from evaluation Levels 1 – 4, and to Level 5 (ROI), if desired. As a SaaS solution, TEMPO can be easily scaled up or down based on the needs of the organization. TEMPO is hosted within a government cloud environment (AWS FedRAMP-compliant GovCloud) providing additional security and compliance benefits. If needed, TEMPO can be hosted on premise within an organization's infrastructure.	EC
2001	TEMPO® Electronic Form Fee	TEMPO Electronic Form Processing Fee.	EA
3001	TEMPO® Paper Form Fee	TEMPO® Paper Form Processing Fee plus Transcription Fee.	EA
4001	TEMPO® Custom Reports	TEMPO new Custom Report developed and implemented based on customer requirements	EA
5001	TEMPO® Training Session	TEMPO Training Sessions for new users, existing user refresher training, or ongoing training (e.g., webinars)	EA

Manufacturer Number	Product Name	Product Description	Unit of Issue
6001	TEMPO® AWS Hosting (per month)	Amazon Web Services (AWS) Managed Hosting, FedRAMP compliant.	EC