

Dayton Aerospace, Inc.

Federal Supply Schedule for
Management, Organization and Business Improvement Services (MOBIS)

General Services Administration
Federal Supply Service
Authorized Federal Supply Schedule Price List

Federal Supply Group 874

Contract Number: GS-10F0025J

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Dayton Aerospace, Inc.

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About Dayton Aerospace

Corporate Overview

Dayton Aerospace (DAI) is a veteran-owned small business serving government and industry organizations for over 24 years. Personnel are all retired senior military or civilian, with 25-30+ years experience, covering all technical and management disciplines. Each have held senior-level government positions such as System Program Director, Program Executive Officer, Product and Logistics Center Commander, chief engineer, chief of contracting, and chief of financial management. DAI specializes in providing hands-on support to both government and industry customers using these highly experienced practitioners; they have unique credentials to provide client teams with reach back to former senior-level government personnel.

Working with both government and industry organizations allows us to better understand how the other side operates and their expectations. We have assisted government program teams developing all necessary planning, strategies, and documentation necessary for a successful source selection, contract award and project execution phases. Similarly, we have assisted industry in all aspects of numerous highly successful proposal submittals. Government and industry processes are necessarily very interrelated: DAI personnel are experts in all phases and all activities. Our personnel have actively managed and participated in each of these activities and have the background and experience to make significant contributions.

We also provide customized training to meet the needs of our industry and government clients related to management, organizational and business improvement services. We have provided training in such areas as acquisition reform, customer service, team building, performance measurement, business reengineering, strategic planning, quality management, benchmarking, process improvement, performance problem solving, and change management.

Core Capabilities

Dayton Aerospace core capabilities span the acquisition lifecycle, from the birth of a new program through successful execution.

Strategy and Planning Phase

- Extensive experience developing integrated strategies to meet customer expectations
- Have led or participated in dozens of strategy determinations
- Focus on balancing customer requirements, funding availabilities, industry incentives and contract types

Pre-Award Phase

- Our experience working for both government and industry customers is a key discriminator
- Develop integrated solicitations (RFPs) with cohesive strategies for government customers
- Assist industry in creating winning proposals

Program Execution Phase

- Work extensively with industry and government organizations to set up appropriate management processes after contract award
- Provide execution support, performance reviews and training

Areas of Expertise

Acquisition Strategy Development	Metrics Development
Airworthiness	Nunn-McCurdy Recertification
Alternate Dispute Resolution (ADR)	Past Performance
Award Fee/Award Term	Performance Based Logistics (PBL)
Benchmarking	Process Improvement
Best Value Determination	Proposal Development & Support
Business Case Analysis (BCA)	Public/Private Partnering
CMMI	RFP Development
Cost Estimating	Risk Management
Ethics and Procurement Compliance	Sole Source Justification
Foreign Military Sales (FMS)	Source Selection Support
Independent Review Teams (IRT)	Spiral Development
Integrated Baseline Review (IBR)	Strategic Planning
Integrated Planning & Scheduling (IMP/IMS)	Systems Engineering
Integrated Product Teams (IPT)	Technology Transition
Market Research	Training

MOBIS Services

SIN 874-1 Consulting Services

Dayton Aerospace, Inc., (DAI) provides expert advice, assistance, guidance and counseling in support of management, organizational and business improvement efforts within government and commercial organizations. These services include studies, analyses and reports documenting proposed developmental, consultative or implementation efforts. DAI uses a variety of processes and techniques in its consulting services depending on the situation. In every instance, the needs of the customer are sought first; and then the executive commitment and other considerations of the organization are thoroughly understood before a final approach is determined. DAI has successfully used the following services in the past:

- Strategic Business and Action Planning
- Systems Architect
- Cycle time
- High Performance Work
- Leadership Systems
- Performance Measures and Indicators
- Process and Productivity Improvement
- Organizational Assessments
- Independent Program Review

SIN 874-2 Facilitation Services

Dayton Aerospace, Inc., (DAI) provides facilitation and related decision support services to government and commercial organizations to enhance the collaborative efforts of working groups, integrated product process teams, or self-directed groups. DAI's facilitation support provides a key element for organizations to bring together diverse teams and/or groups with common and divergent interests. This support provides organizations an experienced neutral party to assist them in:

- the use of problem solving techniques,
- defining and refining their mutual agenda,
- convening and leading large and small group briefings and discussions,
- resolving disputes, disagreements, and divergent views,
- Alternate Disputes Resolution (ADR),
- recording discussion content and focusing decision-making, and
- providing a draft for the permanent record, debriefing, and in overall planning.

SIN 874-4 Training Services

Dayton Aerospace, Inc., (DAI) customizes off-the-shelf training packages to meet the needs of its industry and government clients related to management, organizational and business improvement services. We have provided training in such areas as acquisition reform, customer service, team building, performance measurement, business reengineering, strategic planning, quality management, benchmarking, process improvement, performance problem solving, and change management.

Contact Information

For further information about Dayton Aerospace's corporate capabilities and technical and management questions, please contact:

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For contract administration information, please contact:

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GSA Contract Specific Information

1a. Table of Awarded Special Item Number(s)

SIN 874-1	Consulting Services
SIN 874-2	Facilitation Services
SIN 874-4	Training Services

1b. Identification of Lowest Price Model Number/Unit Price

Not Applicable

2. Maximum Order

The maximum dollar value per order for purchase of MOBIS Services is \$1,000,000.

3. Minimum Order

\$300.00

4. Geographic Scope of Contract

Worldwide, Domestic and Overseas Delivery

5. Points of Production (Trade Agreements Acts of 1979, as amended)

Not applicable.

6. Discount from List Prices or Statement of Net Price

Not applicable.

7. Quantity Discounts

Not applicable.

8. Prompt Payment Terms

Net 30

9a. Acceptance of Government Credit Cards

Yes

9b. Discount for Payment by Government Commercial Credit Card

None.

10. Foreign Items

None.

11a. Time of Delivery

Not applicable.

11b. Expedited Delivery

Not applicable.

11c. Overnight and 2-day Delivery

Not applicable.

11d. Urgent Requirements

Not applicable.

12. FOB Points

Destination.

13. Contractor's Ordering Address

Dayton Aerospace, Inc.
4141 Colonel Glenn Highway
Suite 252
Dayton, OH 45431



14. Payment Address

Dayton Aerospace, Inc.
4141 Colonel Glenn Highway
Suite 252
Dayton, OH 45431

15. Warranty Provision

Not applicable.

16. Export Packing Charges

Not applicable.

17. Terms and Conditions of Government Purchase Card Acceptance

Not applicable.

18. Terms and Conditions of Rental, Maintenance and Repair

Not applicable.

19. Terms and Conditions of Installation

Not applicable.

20. Terms and Conditions of Repair Parts Indicating Date of Parts price Lists and any Discounts from List Prices

Not applicable.

Information for Ordering Offices

(Note: Online 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. For more information on ordering from Federal Supply Schedules, visit the Federal Supply Schedules website at www.gsa.gov.)

1. Scope

- a. The prices, terms, and conditions stated under Professional Services apply exclusively to Services within the scope of this Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the Government location, as agreed to by the Contractor and the ordering office.

2. Contractor Data

Business Size:	Small Business/Veteran Owned Business
CAGE Code:	9Y989
DUNS Number:	122522451
Contract Number:	GS-10F0025J
Contract Period:	2-1-1999 – 1-31-2004
Option Period:	2-1-2009 – 1-31-2014

3. Ordering Procedures

- a. Procedures for professional services priced on GSA schedule at hourly rates.
 - (1) 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 professional services that are priced on schedule at hourly rates. These special ordering procedures which are outlined herein take precedence over the procedures in FAR 8.404.
 - (2) The GSA has determined that the rates for professional services contained in this pricelist 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.
 - (3) When ordering professional services ordering offices shall –
 - (i) Prepare a Request for Quotation:
 - (A) A performance-based statement of work 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.

- (B) A request for quotation should be prepared which includes the performance-based statement of work and requests the contractors 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 hourly rates 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 incidental costs 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 material orders.
 - (C) The request for quotation may request the contractors, if necessary or appropriate, submit a project plan for performing the task and information on the contractor's experience and/or past performance performing similar tasks.
 - (D) The request for quotation 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 acceptability of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (ii)(A) below, the request for quotations shall notify the contractors that will be the case.
- (ii) Transmit the Request for Quotation to Contractors:
- (A) Based upon an initial evaluation of catalogs and pricelists, the ordering office should identify the contractors that appear to offer the best value (considering the scope of services offered,

hourly rates and other factors such as contractors' locations, as appropriate).

- (B) The request for quotation should be to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not to exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request for quotation 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 proposals for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement.
- (iii) Evaluate proposals and select the contractor to receive the order: After responses have been evaluated against the factors identified in the request for quotation, the order should be placed with the schedule contractor that represents the best value and results in the lowest overall cost alternative (considering price, special qualifications, administrative costs, etc.) to meet the Government's needs.

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

Inform contractors in the request for quotation (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.

- (A) **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 and results in the lowest overall cost alternative to meet the agency's needs should be awarded the BPA.

- (B) 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 procedure in (3)(ii)(B) above, and then place the order with the schedule contractor that represents the best value and results in the lowest overall cost alternative to meet the agency's needs.
 - (C) 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 (considering price, special qualifications, etc.) and results in the lowest overall cost alternative to meet the agency's needs.
- (4) 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.
 - (5) When the ordering office's requirement involves both products as well as 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 greatest value in terms of meeting the agency's total needs.
 - (6) The ordering office, at a minimum, should document orders by identifying the contractor the services were purchased from, 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 micropurchase threshold, the order file should document the evaluation of schedule contractors' proposals 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.

4. Orders

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.

- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.
- c. All orders are subject to the following:
 - (1) Business Hours: Normal business hours are defined as a 40-hour work week from Monday through Friday. Any hours exceeding 40 per week shall be billed at straight time for exempt personnel. Non-exempt employees shall be billed at time and a half for all hours worked in excess of 40 per week.
 - (2) Minimum Charges: \$300.00
 - (3) Type of Order: Pursuant to negotiations between Dayton Aerospace and the ordering agency, orders may be placed on a time and materials or fixed price basis.
 - (4) Extension: A written notice of extension of support orders with an obligation of funds must be received by Dayton Aerospace five (5) days prior to the expiration date of the order.
 - (5) Travel and Related Charges: Unless otherwise negotiated between Dayton Aerospace and the ordering agency, the following provisions apply to travel required by any ordering agency in the performance of services under this contract:
 - (i) Local travel charges will be reimbursed at the current Federally-approved mileage rate in effect at the time of travel and may include parking fees, if any.
 - (ii) Long-distance travel required by any ordering agency, in the performance of Services under this contract, will be reimbursed by the ordering agency. Contractor travel will be in accordance with the Federal Travel Regulation or Joint Travel Regulations, as applicable. Established Federal Government per diem rates will apply to contractor travel.
 - (iii) Necessary long-distance travel time during business hours and up to a maximum of eight hours per day on Saturdays, Sundays, and holidays will be billed at the applicable labor rate contained in this schedule.
 - (iv) Dayton Aerospace applies its General & Administrative Expenses to any travel costs proposed on orders under this Schedule.

5. Performance of Services

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering office.

- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering office.
- c. The Agency should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.
- e. Local travel charges will be reimbursed at the current Federally-approved mileage rate in effect at the time of travel and may include parking fees, if any.
- f. Long-distance travel required by any ordering agency, in the performance of Services under this contract, will be reimbursed by the ordering agency. Contractor travel will be in accordance with the Federal Travel Regulation or Joint Travel Regulations, as applicable. Established Federal Government per diem rates will apply to contractor travel.
- g. Necessary local travel time (other than commuting time) and long-distance travel time during business hours and up to a maximum of eight hours per day on Saturdays, Sundays, and holidays will be billed at the applicable labor rate contained in this schedule.

6. Inspection of Services

The Inspection of Services–Fixed Price (AUG 1996) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (JAN 1986) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. Responsibilities of the Contractor

- a. The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character.
- b. All services rendered shall be performed by persons who meet at least the minimum education and experience requirements (or equivalents) of the labor category to which they are assigned.

8. Responsibilities of the Government

- a. Subject to security regulations, the ordering office shall permit Contractor access to all facilities necessary to perform the requisite Services.
- b. When required for the ordered services, the ordering agency shall furnish (i) all technical matter, data, and information determined to be necessary for the performance of the services; and (ii) reasonable access to the ordering agency's facilities and appropriately configured computer(s).

- c. For work required to be performed primarily at the ordering agency's facilities, the ordering agency shall provide on-site office space, photocopier, telephone, computer terminal use, and other facilities required by Dayton Aerospace personnel to meet the requirements specified in each delivery order.
- d. The ordering agency shall not require services to begin earlier than two (2) calendar weeks after Dayton Aerospace's receipt of the order.
- e. When the ordered services require that the assigned Dayton Aerospace personnel possess a security clearance, the ordering agency shall state the security requirement and include a DD 254 or similar document in each delivery order issued. Dayton Aerospace agrees to use its best efforts to assign an employee with a current clearance meeting the specified requirements. In certain instances, it may be necessary to assign an employee with a pending clearance application. In the event the ordering agency elects not to accept an employee who has a clearance pending, Dayton Aerospace shall not be obligated to provide services under this Schedule for that order.

9. Independent Contractor

All Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the Government.

10. Organizational Conflicts of Interest

a. Definitions.

"Contractor" means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

"Contractor and its affiliates" and "Contractor or its affiliates" refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An "Organizational conflict of interest" exists when the nature of the work to be performed under a proposed Government contract, without some restriction on activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor's or its affiliates' objectivity in performing contract work.

- b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the Government, ordering offices may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule

contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. Invoices

The Contractor, upon completion of the work ordered, shall submit invoices for services. Progress payments may be authorized by the ordering office on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. Payments

For firm-fixed price orders the Government shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts (Alternate I (APR 1984)) at FAR 52.232-7 applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts (FEB 1997) (Alternate II (JAN 1986)) at FAR 52.232-7 applies to labor-hour orders placed under this contract.

13. Resumes

Resumes shall be provided to the GSA Contracting Officer or the user agency upon request.

14. Incidental Support Costs

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering agency in accordance with the guidelines set forth in the FAR.

15. Approval of Subcontracts

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. Description of Services and Pricing

Our labor categories fully support the anticipated activities associated with SINs.

Price List

Upon request, Dayton Aerospace will provide a detailed proposal to any potential government customer based on a mutually developed Statement of Work (SOW) and not-to-exceed price. Services will be priced according to the Labor Categories involved (see Labor Categories) and the level-of-effort (hourly rates) performed. Travel expenses are in addition to the labor rates.

DAI's rates are commercially established and competitive within the Aerospace and Defense industry for consulting companies that provide structured teams of highly skilled and trained professionals in addressing various complex issues and problems. The people employed by DAI are all seasoned experts who are highly respected and recognized in their fields of expertise. DAI offers both Industry and Government the same rates so both are assured best rates at all times.

SINs 874-1 Training Services, 874-2 Facilitation Services

The following table shows a sample of our core rates:

Labor Category	Hourly Rate
Senior Executive IV	\$429.00
Senior Executive III	\$208.00
Senior Executive II	\$169.00
Senior Executive I	\$143.00
Senior Consultant	\$130.00
Senior Assessor	\$187.03
Documentation Specialist/Editor	\$43.64

All prices include an Industrial Funding Fee (IFF) of $\frac{3}{4}$ of 1%.



SIN 874-4 Training Services

The prices listed in the course price table below reflect off-the-shelf packaged workshops. Customization or tailoring effort to meet the specific needs of a government organization is accomplished through the labor category rates in the previous section.

Training Course	Course Price
Applied Acquisition Reform – Advanced Training Workshop	\$24,937.50
Integrated Product & Process Development (Executive Overview)	\$4,987.50
Integrated Product & Process Development	\$14,962.50
Strategic Management	\$9,975.00
Risk Management	\$4,987.50
Earned Value (Executive Overview)	\$3,491.25
Earned Value	\$9,975.00
Metrics (Executive Overview)	\$4,987.50
Metrics	\$9,975.00
Team Building	\$9,975.00



Labor Categories

Dayton Aerospace personnel are all retired senior military or civilian, averaging 25-30+ years experience, covering all technical and management disciplines. Each has held senior-level government positions such as System Program Director, Program Executive Officer, Product and Logistics Center Commander, Chief Engineer, Chief of Contracting, and Chief of Financial Management. DAI specializes in providing hands-on support to both government and industry customers using these highly experienced practitioners; they have unique credentials to provide client teams with reach back to former senior-level government personnel.

Labor Category	Category Distinction
Senior Executive IV	Includes all of the Senior Executive III distinctions plus most recent assignment as a senior executive at the highest enterprise or unique executive level technical experience or senior professional certification at the highest levels.
Senior Executive III	Typically over 35 years of government/industry executive level experience in progressively more responsible assignments with most recent being a senior executive at the enterprise level such as a Product or Logistics Center Commander. Other examples might include unique executive level technical experience.
Senior Assessor	Typically over 30 years of government or industry executive acquisition/logistics experience or unique specialty skills, backgrounds and experience. Specifically a subject matter expert in systems and software engineering.
Senior Executive II	Typically over 30 years of government or industry executive acquisition/logistics experience or unique specialty skills, backgrounds and experience.
Senior Executive I	Typically over 30 years of combined government and industry acquisition/logistics experience, having served in senior government leadership positions and with several years industry and government consulting experience.
Senior Consultant	Typically over 25 years of government experience in progressively more responsible acquisition leadership positions, with the most recent being a program director or senior functional representative.
Documentation Specialist/Editor	Certification or equivalent experience and expertise in advanced document production techniques. Assists in collecting and organizing information required for preparation of user's manuals, training materials, proposals, and reports.

