

GENERAL SERVICES ADMINISTRATION

Federal Acquisition Service

Authorized Federal Supply Schedule Price List

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

Schedule for **Professional Services Schedule (PSS)**

Federal Supply Group: **PSS** Class:

Contract Number: **47QRAA19D000W**

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

Contract Period: **8 November 2018 - 7 November 2023**

Contractor: Center for Strategic & Budgetary Assessments
1667 K Street, NW
Suite 900
Washington, DC 20006-1659

Business Size: Large Business

Telephone: (202) 331-7990

FAX Number: (202) 331-8019

Web Site: www.csbaonline.org

E-mail: iesterrich@csbaonline.org

Contract Administration: Ilana Esterrich

CUSTOMER INFORMATION

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

SIN	Recovery	SIN Description
874-1	874-1RC	Integrated Consulting Services
874-4	874-4RC	Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration

- 1.b Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.
- 1.c. 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.
- 2. **Maximum Order:** \$1,000,000.00
- 3. **Minimum Order:** \$100.00
- 4. **Geographic Coverage** (delivery Area): Domestic Only
- 5. **Point(s) of production** (city, county, and state or foreign country): Same as company address
- 6. **Discount from list prices or statement of net price:** Government net prices (discounts already deducted).
- 7. **Quantity discounts:** Up to 1% for task orders exceeding a dollar value of \$500,000; Up to 2% for task orders exceeding a dollar value of \$1,000,000
- 8. **Prompt payment terms:** 1.0 %, Net 30 days
- 9a. **Notification that Government purchase cards are accepted up to the micro-purchase threshold:** Yes
- 9b. **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:** will accept over \$3,500

10. **Foreign items** (list items by country of origin): None
- 11a. **Time of Delivery** (Contractor insert number of days): Specified on the Task Order
- 11b. **Expedited Delivery.** The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor
- 11c. **Overnight and 2-day delivery.** The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor
- 11d. **Urgent Requirements.** The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to affect a faster delivery: Contact Contractor
12. **F.O.B Points(s):** Destination
- 13a. **Ordering Address(es):** Same as Contractor
- 13b. **Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).
14. **Payment address(es):** Same as company address
15. **Warranty provision:** Contractor’s standard commercial warranty.
16. **Export Packing Charges** (if applicable): N/A
17. **Terms and conditions of Government purchase card acceptance** (any thresholds above the micro-purchase level): Contact Contractor
18. **Terms and conditions of rental, maintenance, and repair** (if applicable): N/A
19. **Terms and conditions of installation** (if applicable): N/A
20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices** (if applicable): N/A
- 20a. **Terms and conditions for any other services** (if applicable): N/A
21. **List of service and distribution points** (if applicable): N/A
22. **List of participating dealers** (if applicable): N/A

23. **Preventive maintenance** (if applicable): N/A

24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:
N/A

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contactor’s website or other location.) The EIT standards can be found at:
www.Section508.gov/.

25. **Data Universal Numbering System (DUNS) number:** 782291108

26. **Notification regarding registration in Central Contractor Registration (CCR) database:**
Registered

27. **Final Pricing:** The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

Labor Categories Pricing

Item	SIN	Awarded Labor Category	Site	Year 1	Year 2	Year 3	Year 4	Year 5
1	874-1, 874-1RC 874-4, 874-4RC	Principal Program Executive	Contractor	\$496.61	\$507.04	\$517.69	\$528.56	\$539.66
2	874-1, 874-1RC 874-4, 874-4RC	Principal Program Director 2	Contractor	\$308.22	\$314.69	\$321.30	\$328.05	\$334.94
3	874-1, 874-1RC 874-4, 874-4RC	Principal Program Director 1	Contractor	\$299.84	\$306.14	\$312.56	\$319.13	\$325.83
4	874-1, 874-1RC 874-4, 874-4RC	Senior Subject Matter Expert 6	Contractor	\$308.22	\$314.69	\$321.30	\$328.05	\$334.94
5	874-1, 874-1RC 874-4, 874-4RC	Senior Subject Matter Expert 5	Contractor	\$299.84	\$306.14	\$312.56	\$319.13	\$325.83
6	874-1, 874-1RC 874-4, 874-4RC	Senior Subject Matter Expert 4	Contractor	\$279.35	\$285.21	\$291.20	\$297.32	\$303.56
7	874-1, 874-1RC 874-4, 874-4RC	Senior Subject Matter Expert 3	Contractor	\$264.90	\$270.46	\$276.14	\$281.94	\$287.86
8	874-1, 874-1RC 874-4, 874-4RC	Senior Subject Matter Expert 2	Contractor	\$228.13	\$232.92	\$237.81	\$242.81	\$247.91
9	874-1, 874-1RC 874-4, 874-4RC	Senior Subject Matter Expert 1	Contractor	\$217.27	\$221.83	\$226.49	\$231.25	\$236.10
10	874-1, 874-1RC 874-4, 874-4RC	Subject Matter Expert 3	Contractor	\$180.02	\$183.80	\$187.66	\$191.60	\$195.62
11	874-1, 874-1RC 874-4, 874-4RC	Subject Matter Expert 2	Contractor	\$177.54	\$181.27	\$185.08	\$188.96	\$192.93
12	874-1, 874-1RC 874-4, 874-4RC	Subject Matter Expert 1	Contractor	\$166.25	\$169.74	\$173.30	\$176.94	\$180.66
13	874-1, 874-1RC 874-4, 874-4RC	Senior Analyst 4	Contractor	\$148.99	\$152.12	\$155.31	\$158.57	\$161.90
14	874-1, 874-1RC 874-4, 874-4RC	Senior Analyst 3	Contractor	\$145.59	\$148.65	\$151.77	\$154.96	\$158.21
15	874-1, 874-1RC 874-4, 874-4RC	Senior Analyst 2	Contractor	\$140.67	\$143.62	\$146.64	\$149.71	\$152.86
16	874-1, 874-1RC 874-4, 874-4RC	Senior Analyst 1	Contractor	\$136.57	\$139.44	\$142.37	\$145.36	\$148.41
17	874-1, 874-1RC 874-4, 874-4RC	Analyst 4	Contractor	\$93.12	\$95.07	\$97.07	\$99.11	\$101.19

18	874-1, 874-1RC 874-4, 874-4RC	Analyst 3	Contractor	\$89.39	\$91.27	\$93.18	\$95.14	\$97.14
19	874-1, 874-1RC 874-4, 874-4RC	Analyst 2	Contractor	\$86.04	\$87.84	\$89.69	\$91.57	\$93.49
20	874-1, 874-1RC 874-4, 874-4RC	Analyst 1	Contractor	\$80.71	\$82.40	\$84.13	\$85.90	\$87.70
21	874-1, 874-1RC 874-4, 874-4RC	Research Assistant 3	Contractor	\$68.28	\$69.72	\$71.18	\$72.67	\$74.20
22	874-1, 874-1RC 874-4, 874-4RC	Research Assistant 2	Contractor	\$63.94	\$65.28	\$66.65	\$68.05	\$69.48
23	874-1, 874-1RC 874-4, 874-4RC	Research Assistant 1	Contractor	\$62.08	\$63.38	\$64.71	\$66.07	\$67.46

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

CSBA LABOR CATEGORY DESCRIPTIONS

Title:	Principal Program Executive
Minimum Education Level:	PhD in an associated discipline
Minimum Experience Requirements:	20 years in senior management and net assessment-based research and analysis. Active TS/SCI clearance.
Functional Duties/Responsibilities	Performs high-level MOBIS support activities to assist agencies in activities such as research and analysis in operational concepts and military capabilities, grand strategy in contested environments, and defense and defense budget strategic planning. Highly experienced and competent in translating strategic plans into action plans applying appropriate research and analysis processes, tools, and techniques. Accesses a variety of disciplines and institutions to provide expert advice, guidance or counseling in support of management efforts, and all aspects of surveying and collaboration. Develop and present papers on subject discipline and participate in wargames, workshops, seminars, briefings and conferences. May oversee negotiation of task orders, design phases of task orders, hold regular meetings with senior government officials, and manage overall programs and/or projects.

Title:	Principal Program Director 2
Minimum Education Level:	Masters in an associated discipline
Minimum Experience Requirements:	20 years of senior management and analytic experience. At least 20 years of experience in government and commercial contract management. Active TS/SCI clearance.
Functional Duties/Responsibilities	Performs high-level MOBIS support activities to assist agencies in activities such as research and analysis in operational concepts and military capabilities, grand strategy in contested environments, and defense and defense budget strategic planning. Highly experienced and competent in translating strategic plans into action plans applying appropriate research and analysis processes, tools, and techniques. Accesses a variety of disciplines and institutions to provide expert advice, guidance or counseling in support of management efforts, and all aspects of surveying and collaboration. Develop and present papers on subject discipline and participate in wargames, workshops, seminars, briefings and conferences. May oversee negotiation of task orders, design phases of task orders, hold regular meetings with senior government officials, and manage overall programs and/or projects. Develops project plans, prepares cost estimates, provides guidance to technical staff, and works directly with end users. Supervises project managers and oversees direction, scope, and quality of work related to contracts.

Title:	Principal Program Director 1
Minimum Education Level:	Masters in an associated discipline
Minimum Experience Requirements:	15 years of senior management and analytic experience. At least 15 years of experience in government and commercial contract management. Active TS/SCI clearance.
Functional Duties/Responsibilities	Performs high-level MOBIS support activities to assist agencies in activities such as research and analysis in operational concepts and military capabilities, grand strategy in contested environments, and defense and defense budget strategic planning. Highly experienced and competent in translating strategic plans into action plans applying appropriate research and analysis processes, tools, and techniques. Accesses a variety of disciplines and institutions to provide expert advice, guidance or counseling in support of management efforts, and all aspects of surveying and collaboration. Develop and present papers on subject discipline and participate in wargames, workshops, seminars, briefings and conferences. May oversee negotiation of task orders, design phases of task orders, hold regular meetings with senior government officials, and manage overall programs and/or projects. Develops project plans, prepares cost estimates, provides guidance to technical staff, and works directly with end users. Supervises project managers and oversees direction, scope, and quality of work related to contracts.

Title:	Senior Subject Matter Expert 6
Minimum Education Level:	Masters in an associated discipline
Minimum Experience Requirements:	20 years of senior management and analytic experience. At least 20 years of experience in government and commercial contract management. Active TS/SCI clearance.
Functional Duties/Responsibilities	Performs high-level MOBIS support activities to assist agencies in activities such as research and analysis in operational concepts and military capabilities, grand strategy in contested environments, and defense and defense budget strategic planning. Highly experienced and competent in translating strategic plans into action plans applying appropriate research and analysis processes, tools, and techniques. Accesses a variety of disciplines and institutions to provide expert advice, guidance or counseling in support of management efforts, and all aspects of surveying and collaboration. Develop and present papers on subject discipline and participate in wargames, workshops, seminars, briefings and conferences. May oversee negotiation of task orders, design phases of task orders, hold regular meetings with senior government officials, and manage overall programs and/or projects. Develops project plans, prepares cost estimates, provides guidance to technical staff, and works directly with end users. Supervises project managers and oversees direction, scope, and quality of work related to contracts.

Title:	Senior Subject Matter Expert 5
Minimum Education Level:	Masters in an associated discipline
Minimum Experience Requirements:	15 years of senior management and analytic experience. At least 15 years of experience in government and commercial contract management. At least 15 years in planning, organizing, and managing conferences, seminars, workshops in a range of sizes and formats and under variable conditions. Active TS/SCI clearance.
Functional Duties/Responsibilities	Performs high-level MOBIS support activities to assist agencies in activities such as research and analysis in operational concepts and military capabilities, grand strategy in contested environments, and defense and defense budget strategic planning. Highly experienced and competent in translating strategic plans into action plans applying appropriate research and analysis processes, tools, and techniques. Accesses a variety of disciplines and institutions to provide expert advice, guidance or counseling in support of management efforts, and all aspects of surveying and collaboration. Develop and present papers on subject discipline and participate in wargames, workshops, seminars, briefings and conferences. Oversees multiple projects, ensures that each product receives appropriate resources and support, and provides quality control. Supervises project managers and oversees direction, scope, and quality of work related to contracts. Supervises event planning.

Title:	Senior Subject Matter Expert 4
Minimum Education Level:	Masters in an associated discipline
Minimum Experience Requirements:	15 years of senior management and analytic experience. At least 15 years of experience in government and commercial contract management. At least 15 years in planning, organizing, and managing conferences, seminars, workshops in a range of sizes and formats and under variable conditions. Active TS/SCI clearance.
Functional Duties/Responsibilities	Performs high-level MOBIS support activities to assist agencies in activities such as research and analysis in operational concepts and military capabilities, grand strategy in contested environments, and defense and defense budget strategic planning. Highly experienced and competent in translating strategic plans into action plans applying appropriate research and analysis processes, tools, and techniques. Accesses a variety of disciplines and institutions to provide expert advice, guidance or counseling in support of management efforts, and all aspects of surveying and collaboration. Develop and present papers on subject discipline and participate in wargames, workshops, seminars, briefings and conferences. Oversees multiple projects, ensures that each product receives appropriate resources and support, and provides quality control. Supervises project managers and oversees direction, scope, and quality of work related to contracts. Supervises event planning.

Title:	Senior Subject Matter Expert 3
Minimum Education Level:	Masters in an associated discipline
Minimum Experience Requirements:	12-15 years of senior management and analytic experience. At least 10 years in planning, organizing, and managing conferences, seminars, workshops in a range of sizes and formats and under variable conditions. Active Top-Secret clearance or higher.
Functional Duties/Responsibilities	Performs high-level MOBIS support activities to assist agencies in activities such as research and analysis in operational concepts and military capabilities, grand strategy in contested environments, and defense and defense budget strategic planning. Highly experienced and competent in translating strategic plans into action plans applying appropriate research and analysis processes, tools, and techniques. Accesses a variety of disciplines and institutions to provide expert advice, guidance or counseling in support of management efforts, and all aspects of surveying and collaboration. Develop and present papers on subject discipline and participate in wargames, workshops, seminars, briefings and conferences. Oversees multiple projects, ensures that each product receives appropriate resources and support, and provides quality control. Supervises project managers and oversees direction, scope, and quality of work related to contracts. Supervises event planning.

Title:	Senior Subject Matter Expert 2
Minimum Education Level:	Masters in an associated discipline
Minimum Experience Requirements:	10-12 years of senior management and analytic experience. At least 8-10 years in planning, organizing, and managing conferences, seminars, workshops in a range of sizes and formats and under variable conditions. Active Top-Secret clearance or higher.
Functional Duties/Responsibilities	Performs senior-level MOBIS support activities to assist agencies in data analysis, developing information and assessing available solutions or alternatives to complex problems. Oversees multiple projects, ensures that each product receives appropriate resources and support, and provides quality control. Supervises event planning.

Title:	Senior Subject Matter Expert 1
Minimum Education Level:	Masters in an associated discipline
Minimum Experience Requirements:	8-10 years of senior management and analytic experience. At least 6-8 years in planning, organizing, and managing conferences, seminars, workshops in a range of sizes and formats and under variable conditions. Active Top-Secret clearance or higher.
Functional Duties/Responsibilities	Performs senior-level MOBIS support activities to assist agencies in data analysis, developing information and assessing available solutions or alternatives to complex problems. Oversees multiple projects, ensures that each product receives appropriate resources and support, and provides quality control. Supervises event planning.

Title:	Subject Matter Expert 3
Minimum Education Level:	Masters in an associated discipline
Minimum Experience Requirements:	13 years of demonstrated experience performing research and analysis in military capabilities and operational concepts, defense strategy, grand strategy, and/or defense budgets and resources analysis. Demonstrated ability to handle analytical tasks in various stages of preparation and execution simultaneously. At least 10 years of experience in engaging and handling outside experts and presenting at the venues. At least 5 years developing analytic tools and models. Active TS clearance.
Functional Duties/Responsibilities	Performs senior-level MOBIS support activities to assist agencies in data analysis, developing information and assessing available solutions or alternatives to complex problems. Oversees multiple projects and project teams, ensures that each product receives appropriate resources and support, and provides quality control.

Title:	Subject Matter Expert 2
Minimum Education Level:	Masters in an associated discipline
Minimum Experience Requirements:	10 years of demonstrated experience performing research and analysis in military capabilities and operational concepts, defense strategy, grand strategy, and/or defense budgets and resources analysis. Demonstrated ability to handle analytical tasks in various stages of preparation and execution simultaneously. At least 8 years of experience in engaging and handling outside experts and presenting at the venues. At least 5 years developing analytic tools and models. Active TS clearance.
Functional Duties/Responsibilities	Performs senior-level MOBIS support activities to assist agencies in data analysis, developing information and assessing available solutions or alternatives to complex problems. Oversees multiple projects and project teams, ensures that each product receives appropriate resources and support, and provides quality control.

Title:	Subject Matter Expert 1
Minimum Education Level:	Masters in an associated discipline
Minimum Experience Requirements:	6-10 years of demonstrated experience performing research and analysis in military capabilities and operational concepts, defense strategy, grand strategy, and/or defense budgets and resources analysis. Demonstrated ability to handle analytical tasks in various stages of preparation and execution simultaneously. At least 5 years of experience in engaging and handling outside experts and presenting at the venues. At least 3-5 years developing analytic tools and models. Active TS clearance.

Functional Duties/Responsibilities	Performs senior-level MOBIS support activities to assist agencies in data analysis, developing information and assessing available solutions or alternatives to complex problems. Oversees multiple projects and project teams, ensures that each product receives appropriate resources and support, and provides quality control.
---	---

Title:	Senior Analyst 4
Minimum Education Level:	Masters in an associated discipline
Minimum Experience Requirements:	8-10 years of demonstrated experience performing research and analysis and managing projects on military capabilities and operational concepts, defense strategy, grand strategy, and/or defense budgets and resources analysis. Demonstrated ability to handle analytical tasks in various stages of preparation and execution simultaneously. Active TS clearance.
Functional Duties/Responsibilities	Provides expertise in analyzing data, developing information, and assessing available solutions or alternatives to complex problems. Develop and present papers on subject discipline and participate in workshops, seminars, and conferences. Accesses a variety of disciplines and institutions to locate experts to provide expert advice, guidance or counseling in support of management efforts, all aspects of surveying and collaboration.

Title:	Senior Analyst 3
Minimum Education Level:	Masters in an associated discipline
Minimum Experience Requirements:	6-8 years of demonstrated experience performing research and analysis and managing projects on military capabilities and operational concepts, defense strategy, grand strategy, and/or defense budgets and resources analysis. Demonstrated ability to handle analytical tasks in various stages of preparation and execution simultaneously. Active TS clearance.
Functional Duties/Responsibilities	Provides expertise in analyzing data, developing information, and assessing available solutions or alternatives to complex problems. Develop and present papers on subject discipline and participate in workshops, seminars, and conferences. Accesses a variety of disciplines and institutions to locate experts to provide expert advice, guidance or counseling in support of management efforts, all aspects of surveying and collaboration.

Title:	Senior Analyst 2
Minimum Education Level:	Masters in an associated discipline
Minimum Experience Requirements:	4-6 years of demonstrated experience performing research and analysis and managing projects on military capabilities and operational concepts, defense strategy, grand strategy, and/or defense budgets and resources analysis. Demonstrated ability to handle analytical tasks in various stages of preparation and execution simultaneously. Active TS clearance.
Functional Duties/Responsibilities	Provides expertise in analyzing data, developing information, and assessing available solutions or alternatives to complex problems. Develop and present papers on subject discipline and participate in workshops, seminars, and conferences. Accesses a variety of disciplines and institutions to locate experts to provide expert advice, guidance or counseling in support of management efforts, all aspects of surveying and collaboration.

Title:	Senior Analyst 1
Minimum Education Level:	Masters in an associated discipline
Minimum Experience Requirements:	3-5 years of demonstrated experience performing research and analysis and managing projects on military capabilities and operational concepts, defense strategy, grand strategy, and/or defense budgets and resources analysis. Demonstrated ability to handle analytical tasks in various stages of preparation and execution simultaneously. Active TS clearance.
Functional Duties/Responsibilities	Provides expertise in analyzing data, developing information, and assessing available solutions or alternatives to complex problems. Develop and present papers on subject discipline and participate in workshops, seminars, and conferences. Accesses a variety of disciplines and institutions to locate experts to provide expert advice, guidance or counseling in support of management efforts, all aspects of surveying and collaboration.

Title:	Analyst 4
Minimum Education Level:	Bachelors in an associated discipline
Minimum Experience Requirements:	At least 10 years of demonstrated experience performing research and analysis and managing projects on military capabilities and operational concepts, defense strategy, grand strategy, and/or defense budgets and resources analysis. Demonstrated ability to handle analytical tasks in various stages of preparation and execution simultaneously. Active TS clearance.
Functional Duties/Responsibilities	Provide expertise in analyzing data, developing information, and assessing available solutions or alternatives to complex problems. Develop and present research, analysis, and deliverables on subject discipline and participate in workshops, seminars, and conferences.

Title:	Analyst 3
Minimum Education Level:	Bachelors in an associated discipline
Minimum Experience Requirements:	8-10 years of demonstrated experience performing research and analysis and managing projects on military capabilities and operational concepts, defense strategy, grand strategy, and/or defense budgets and resources analysis. Demonstrated ability to handle analytical tasks in various stages of preparation and execution simultaneously. Active TS clearance.
Functional Duties/Responsibilities	Provide expertise in analyzing data, developing information, and assessing available solutions or alternatives to complex problems. Develop and present research, analysis, and deliverables on subject discipline and participate in workshops, seminars, and conferences.

Title:	Analyst 2
Minimum Education Level:	Bachelors in an associated discipline
Minimum Experience Requirements:	6-8 years of demonstrated experience performing research and analysis and managing projects on military capabilities and operational concepts, defense strategy, grand strategy, and/or defense budgets and resources analysis. Demonstrated ability to handle analytical tasks in various stages of preparation and execution simultaneously. Active TS clearance.
Functional Duties/Responsibilities	Provide expertise in analyzing data, developing information, and assessing available solutions or alternatives to complex problems. Develop and present research, analysis, and deliverables on subject discipline and participate in workshops, seminars, and conferences.

Title:	Analyst 1
Minimum Education Level:	Bachelors in an associated discipline
Minimum Experience Requirements:	4-6 years of demonstrated experience performing research and analysis and managing projects on military capabilities and operational concepts, defense strategy, grand strategy, and/or defense budgets and resources analysis. Demonstrated ability to handle analytical tasks in various stages of preparation and execution simultaneously. Active TS clearance.
Functional Duties/Responsibilities	Provide expertise in analyzing data, developing information, and assessing available solutions or alternatives to complex problems. Develop and present research, analysis, and deliverables on subject discipline and participate in workshops, seminars, and conferences.

Title:	Research Assistant 3
Minimum Education Level:	Bachelors in an associated discipline
Minimum Experience Requirements:	3-5 years demonstrated experience in planning, organizing and managing conferences, seminars and workshops in a range of sizes and formats and under a variety of situations and conditions.
Functional Duties/Responsibilities	Supports senior staff in information gathering and data analyses. Provides survey and research assistance and assists in survey testing and implementation. Assists in interpreting basic data and reviewing documents.

Title:	Research Assistant 2
Minimum Education Level:	Bachelors in an associated discipline
Minimum Experience Requirements:	2-3 years demonstrated experience in planning, organizing and managing conferences, seminars and workshops in a range of sizes and formats and under a variety of situations and conditions.
Functional Duties/Responsibilities	Supports senior staff in information gathering and data analyses. Provides survey and research assistance and assists in survey testing and implementation. Assists in interpreting basic data and reviewing documents.

Title:	Research Assistant 1
Minimum Education Level:	Bachelors in an associated discipline
Minimum Experience Requirements:	1-2 years demonstrated experience in planning, organizing and managing conferences, seminars and workshops in a range of sizes and formats and under a variety of situations and conditions.
Functional Duties/Responsibilities	Supports senior staff in information gathering and data analyses. Provides survey and research assistance and assists in survey testing and implementation. Assists in interpreting basic data and reviewing documents.