



RTI International
General Services Administration
Multiple Award Schedule
Federal Supply Group: Professional Services
Authorized Federal Supply Schedule FSS
Price List

For more information on ordering go to the following website: <https://www.gsa.gov/schedules>. Online access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The INTERNET address for GSA Advantage! is [GSA Advantage.gov](https://www.gsa.gov).

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General Services Administration
Federal Acquisition Service
Contract Number: GS-00F-354CA
Contract Period: 9/30/2020 to 9/29/2025

Price List current as of Modification
#PS-0033 effective September 22, 2022 and
#PA-0035 effective October 5, 2022.

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<https://www.rti.org/us-government>



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The RTI Difference

Federal agencies need a partner experienced in the federal workspace to provide objective, evidence-based research and technical assistance.

RTI International is an independent scientific research institute dedicated to improving the human condition. Our vision is to address the world's most critical problems with technical and science-based solutions in pursuit of a better future. Clients rely on us to answer questions that demand an objective and multidisciplinary approach—one that integrates expertise across social, statistical, data, and laboratory sciences, engineering, and other technical disciplines to solve the world's most challenging problems.

RTI believes in the promise of science for our clients, and we strive daily to deliver evidence-based solutions for the good of people, communities, and businesses around the world.

Our experts hold degrees in more than 250 scientific, technical, and professional disciplines across the social and laboratory sciences, engineering, and international development fields. Our staff tackles hundreds of projects each year to address complex social and scientific challenges on behalf of governments, businesses, foundations, universities, and other clients and partners.

Our dedication to conducting innovative, objective research and technical services makes RTI an outstanding partner for clients around the world.



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Focus Areas

Health

- Public Health and Well-Being
- Health Care Transformation
- Behavioral Health
- Health Behavior Change
- Precision Medicine

Education and Workforce Development

- Early Childhood Education
- K–12 Education
- Postsecondary Education
- Career and Workforce Development
- Education Policy, Systems, and Governance

International Development

- Energy and Development
- Environment and Water Resilience
- Global Food, Security, Agriculture, and Nutrition
- Global Health
- Governance
- International Education
- Monitoring, Evaluation, Research, Learning, and Adapting
- Youth and Economic Opportunity

Energy Research

- Carbon Capture and Utilization
- Biomass Conversion
- Natural Gas
- Energy Efficiency
- Industrial Water
- Syngas Processing

Environmental Sciences

- Air Quality
- Water Resources
- Waste Management
- Chemical and Microbial Substances
- Environmental Health

Social and Justice Policy

- Community Safety and Crime Prevention
- Policing Research and Investigative Science
- Crime and Corrections
- Child Well-Being and Family Strengthening

Food Security and Agriculture

- Market Systems Strengthening
- Food Safety
- Food and Nutrition
- Climate-Smart Agriculture
- Agriculture Innovation
- Obesity Prevention

Innovation Advising

- Innovation Advisors
- Innovation for Economic Growth
- Innovation for Emerging and Developing Economies
- Innovation for Organizations
- Research, Technology, and Innovation Policy



Commitment to Our Clients

As a client of RTI International, you will have a partner that provides scientific rigor and solid project management to deliver your solution on time and on budget.

We approach each project as a partnership and draw on our expansive network to assemble multidisciplinary teams with the targeted expertise to comprehensively analyze and uniquely address client challenges.

Contractor Performance Assessment Reports (CPARs) allow federal clients to provide only limited feedback on our project performance. That is why RTI implemented our interactive Client Listening Program.

RTI project leaders solicit client feedback at key points during a project and as needed, such as after the kickoff meeting or after the provision of a key deliverable. These brief questionnaires were designed to be completed within 2 to 3 minutes. Although the process is fast, the results are long-lasting. This feedback helps target our focus, recognize what we are doing well, and identify how we can improve our value to our clients. All completed questionnaires are reviewed by RTI management.

In addition, RTI leaders regularly conduct internal project reviews, analyze CPARs, and meet one-on-one with clients.

Learn More

<https://www.rti.org/rtis-client-listening-program>

2020 Client Experience Excellence Award

- RTI was awarded a Premier Award for Client Satisfaction for “demonstrating a commitment to giving clients a voice as a means to deliver excellent service, and confirmation from clients that service was, indeed, excellent.”

ISO 9001 and CMMI Appraisal

RTI’s Research Computing Division has been certified at ISO 9001 and appraised at Level 3 of the CMMI Institute’s Capability Maturity Model Integration (CMMI) for development; our quality management system guarantees that our products and services meet or exceed our customers’ needs and satisfy applicable statutory and regulatory requirements.



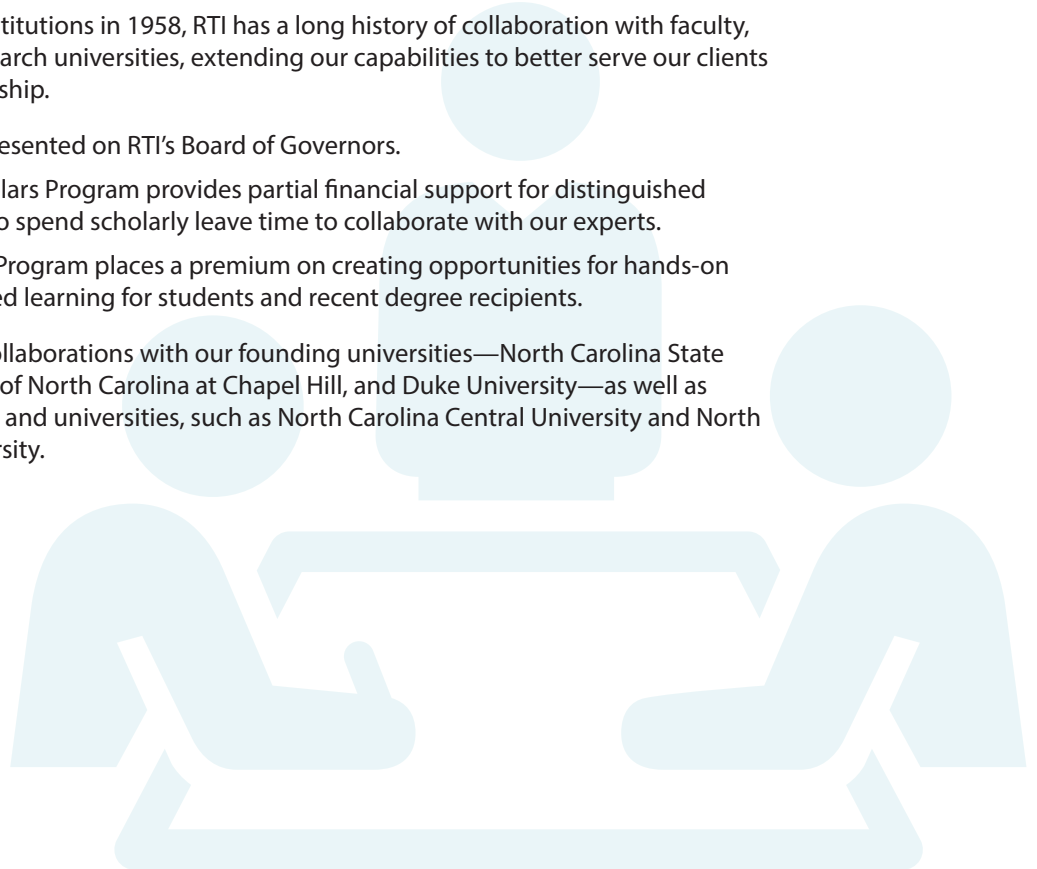
CMMI DEV / 3SM
CMMI®V2.0 / Exp. 2024-01-25 / Appraisal #51429

Partnerships

Founded by academic institutions in 1958, RTI has a long history of collaboration with faculty, staff, and students at research universities, extending our capabilities to better serve our clients and contribute to scholarship.

- Six universities are represented on RTI's Board of Governors.
- The RTI University Scholars Program provides partial financial support for distinguished academic researchers to spend scholarly leave time to collaborate with our experts.
- RTI's robust Internship Program places a premium on creating opportunities for hands-on experience and engaged learning for students and recent degree recipients.

We also maintain close collaborations with our founding universities—North Carolina State University, the University of North Carolina at Chapel Hill, and Duke University—as well as historically black colleges and universities, such as North Carolina Central University and North Carolina A&T State University.



Controlling and Eliminating Seven Neglected Tropical Diseases in Low-Income Countries

Through the U.S. Agency for International Development's Envision project, RTI has supported the distribution of 1.4 billion medications (worth \$16.2 billion) that were donated by major pharmaceutical companies to treat neglected tropical diseases. More than 230 million people are no longer at risk of lymphatic filariasis, and more than 86 million people have been spared from the risk of trachoma.



U.S. Government

- Consumer Financial Protection Bureau
- Department of Homeland Security
- General Services Administration
- U.S. Agency for International Development
- U.S. Department of Agriculture
- U.S. Department of Commerce
- U.S. Department of Education
- U.S. Department of Energy
- U.S. Department of Defense
- U.S. Department of Health and Human Services
 - Administration for Children and Families
 - Agency for Healthcare Research and Quality
 - Assistant Secretary for Planning and Evaluation
 - Centers for Disease Control and Prevention
 - Centers for Medicare & Medicaid Services
 - Food and Drug Administration
 - Health Resources and Services Administration
 - National Institutes of Health
 - Office of the Assistant Secretary for Health
 - Office of the Assistant Secretary for Planning and Evaluation
 - Office of the Secretary
 - Substance Abuse and Mental Health Services Administration
- U.S. Department of Justice
- U.S. Department of State
- U.S. Department of the Interior
- U.S. Department of Transportation

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General Services Administration Multiple Award Schedule Service Categories

RTI International offers a range of technical and scientific capabilities across a broad range of scientific disciplines through the U.S. General Services Administration’s Multiple Award Schedule.

Service Categories

SIN	SIN Description
Professional and Management Services	
541611	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
611430	Professional and Management Development Training
Engineering Services	
541330ENG	Engineering Services
541380	Testing Laboratory Services
541420	Engineering System Design and Integration Services
541690	Technical Consulting Services
541715	Engineering Research and Development and Strategic Planning
541720	Research, Analysis and Developmental Services in the Social Sciences and Humanities
541990	All Other Professional, Scientific, and Technical Services (Non-IT)
Environmental Services	
541370GIS	Geographic Information Systems Services
541620	Environmental Consulting Services
Advertising, Communications, and Marketing Services	
512110	Video/Film Production
541613	Marketing Consulting Services
541810ODC	Other Direct Costs for Marketing and Public Relations Services
541820	Public Relations Services
541850	Exhibit Design and Advertising Services
541910	Marketing Research and Analysis
Information Technology Services	
54151HEAL	Health Information Technology Services
54151S	Information Technology Professional Services

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Customer Information

- 1a. Table of Awarded Special Item Numbers (SINs) with appropriate cross-reference to item descriptions and awarded price(s):

SIN	Recovery	SIN Description
512110	512110RC	Video/Film Production
541330ENG	541330ENGR	Engineering Services
541370GIS	541370GISRC	Geographic Information Systems (GIS) Services
541380	541380RC	Testing Laboratory Services
541420	541420RC	Engineering System Design and Integration Services
54151HEAL	54151HEALRC	Health Information Technology Services
54151S	54151SRC	Information Technology Professional Services
541611	541611RC	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
541613	541613RC	Marketing Consulting Services
541620	541620RC	Environmental Consulting Services
541715	541715RC	Engineering Research and Development and Strategic Planning
541810ODC	541810ODCRC	Other Direct Costs for Marketing and Public Relations Services
541850	541850RC	Exhibit Design and Advertising Services
541910	541910RC	Marketing Research and Analysis
611430	611430RC	Professional and Management Development Training
OLM	OLMRC/ OLMSTLOC	Order-Level Materials (OLMs)

- 1b. Identification of the lowest priced model number and lowest unit price for that model for each SIN 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. See pages 55 and 56.
- 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" ("N/A") for this item. See pages 53 and 54.
- Maximum order: SINs 512110, 541330ENG, 541370GIS, 541420, 541611, 541613, 541620, 541715, 541810ODC, 541850, 541910, and 611430 - \$1,000,000; SINs 54151HEAL and 54151S - \$500,000; SINs 541380 and OLM - \$250,000
 - Minimum order: \$100
 - Geographic coverage (delivery area): Worldwide
 - Point(s) of production (city, county, and state or foreign country): N/A
 - Discount from list prices or statement of net price: Government net prices (discounts already deducted)



7. Quantity discounts:

Tier	Threshold Amount	Additional Discount
1	\$500,000–\$999,999	1%
2	\$1,000,000–\$4,999,999	3%
3	\$5,000,000 and above	5%

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 (list items by country of origin):
None
- 10a. Time of delivery (Contractor insert number of days): Specified on the Task Order
- 10b. 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
- 10c. 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
- 10d. 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 effect a faster delivery: Contact Contractor
11. Free On Board Point(s): Destination
- 12a. Ordering address(es): Same as Contractor
- 12b. Ordering procedures: See Federal Acquisition Regulation (FAR) 8.405-3.
13. Payment address(es): Same as company address
14. Warranty provision: Contractor’s standard commercial warranty
15. Export packing charges (if applicable): N/A
16. Terms and conditions of rental, maintenance, and repair (if applicable): N/A
17. Terms and conditions of installation (if applicable): N/A
- 18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A
- 18b. Terms and conditions for any other services (if applicable): N/A
19. List of service and distribution points (if applicable): N/A
20. List of participating dealers (if applicable): N/A
21. Preventive maintenance (if applicable): N/A
- 22a. Special attributes such as 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/>.
23. Unique Entity Identifier (UEI) number: JJHCMK4NT5N3
24. Notification regarding registration in System for Award Management (SAM) database: Contractor registered and active in SAM

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Price List

The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

Awarded Labor Category	Year 8	Year 9	Year 10
	9/30/2022–9/29/2023	9/30/2023–9/29/2024	9/30/2024–9/29/2025
Applicable to all awarded SINs			
Senior Advisor	\$433.94	\$453.47	\$473.87
Principal Professional	\$395.08	\$412.86	\$431.44
Senior Professional 5	\$307.82	\$321.67	\$336.15
Senior Professional 4	\$273.16	\$285.45	\$298.30
Senior Professional 3	\$249.62	\$260.85	\$272.59
Senior Professional 2	\$220.31	\$230.22	\$240.58
Senior Professional 1	\$188.98	\$197.48	\$206.37
Professional 4	\$173.49	\$181.30	\$189.46
Professional 3	\$146.72	\$153.32	\$160.22
Professional 2	\$127.16	\$132.88	\$138.86
Professional 1	\$108.68	\$113.57	\$118.68
Associate Professional 5	\$112.50	\$117.56	\$122.85
Associate Professional 4	\$97.17	\$101.54	\$106.11
Associate Professional 3	\$82.75	\$86.47	\$90.36
Associate Professional 2	\$70.92	\$74.11	\$77.44
Associate Professional 1	\$61.20	\$63.95	\$66.83
Senior Project Specialist	\$158.80	\$165.95	\$173.42
Project Specialist	\$105.37	\$110.11	\$115.06
Professional Support 2	\$63.80	\$66.67	\$69.67
Professional Support 1	\$51.92	\$54.26	\$56.70
Interviewer	\$49.25	\$51.47	\$53.79
Principal Analytics/IT Professional 3	\$375.00	\$391.88	\$409.51
Principal Analytics/IT Professional 2	\$345.00	\$360.52	\$376.75
Principal Analytics/IT Professional 1	\$315.00	\$329.18	\$343.99
Senior Analytics/IT Professional 3	\$275.24	\$287.63	\$300.57
Senior Analytics/IT Professional 2	\$266.93	\$278.94	\$291.50
Senior Analytics/IT Professional 1	\$245.00	\$256.02	\$267.54
Analytics/IT Professional 3	\$217.02	\$226.79	\$237.00
Analytics/IT Professional 2	\$195.00	\$203.78	\$212.95
Analytics/IT Professional 1	\$176.55	\$184.49	\$192.80
Associate Analytics/IT Professional 3	\$165.00	\$172.42	\$180.18
Associate Analytics/IT Professional 2	\$145.00	\$151.53	\$158.35
Associate Analytics/IT Professional 1	\$121.23	\$126.69	\$132.39
Assistant Analytics/IT Professional 2	\$115.00	\$120.17	\$125.58
Assistant Analytics/IT Professional 1	\$105.00	\$109.72	\$114.66
Principal SPARC Professional 3	\$500.00	\$522.50	\$546.02
Principal SPARC Professional 2	\$450.00	\$470.25	\$491.41
Principal SPARC Professional 1	\$400.00	\$418.01	\$436.82
Senior SPARC Professional 3	\$350.00	\$365.75	\$382.22
Senior SPARC Professional 2	\$315.00	\$329.18	\$343.99

Price List

The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

Awarded Labor Category	Year 8	Year 9	Year 10
	9/30/2022–9/29/2023	9/30/2023–9/29/2024	9/30/2024–9/29/2025
Senior SPARC Professional 1	\$285.00	\$297.82	\$311.22
SPARC Professional 3	\$260.00	\$271.70	\$283.92
SPARC Professional 2	\$240.00	\$250.80	\$262.09
SPARC Professional 1	\$220.00	\$229.90	\$240.25
Associate SPARC Professional 3	\$205.00	\$214.23	\$223.87
Associate SPARC Professional 2	\$190.00	\$198.55	\$207.49
Associate SPARC Professional 1	\$175.00	\$182.87	\$191.10
Assistant SPARC Professional 2	\$150.00	\$156.75	\$163.80
Assistant SPARC Professional 1	\$125.00	\$130.63	\$136.50

SPARC = Strategy, Planning, Analytics, R&D (Research & Development), and Consulting.

Other Direct Costs (ODCs) 541810ODC

Support Product (ODCs)	Unit of Issue	Price
Copying	Copy	\$0.09
Telephone Calls	Minute	\$0.06
Postage / Shipping	Per shipment	FedEx Government Rates
Meeting Costs Based on 150 People		
Meeting Costs - Parking	Day	\$8.00
Meeting Costs - Room Rental	Up to 150 Persons	\$1,500.00
Meeting Costs - 4 Breakout Training Rooms	4 Rooms	\$2,000.00
Meeting Costs - Meals (breakfast, lunch, breaks)	Person	\$64.75
Meeting Costs - Service Charge (meals only)	Person	20%
Total Meeting Cost	Day	\$3,764.34
Focus Group Facility Rental	Day	\$1,200.00
Focus Group Moderator	Hour	\$204.00
Focus Group - Verbatim Transcription	Hour	\$25.00
Video Transcription	Session	\$1,755.00
CD Duplication Pricing		
CD Duplication - Black (7.50 [1-9] + 15.00 setup)	CD	\$22.50
CD Duplication - Full Color (\$8.50 [1-9] + \$35.00 setup)	CD	\$43.50
CD Duplication - Adhesive Color Label (\$8.50 [1-9] + \$35.00 setup)	CD	\$43.50
CD Duplication - 3" Mini/Business Card CD w/ Adhesive Label (\$8.50 [1-9] + \$15.00 setup)	CD	\$43.50
Stock Packaging Options		
CD Jewel Box w/ Tray	Unit	\$0.45
CD Jewel Box w/ Double-Hinged Tray	Unit	\$0.45
CD TrimPak	Unit	\$0.30
CD Slimline Jewel Box	Unit	\$0.30
CD C-Shell	Unit	\$0.30
CD Soft-Poly Case	Unit	\$0.30
CD Soft-Poly Case w/ Tray	Unit	\$0.30
Paper Envelope w/ Window	Unit	\$0.15
Tyvek Envelope w/ Window	Unit	\$0.20
3" Mini Clear Vinyl Sleeves	Unit	\$0.25
Color Copy Inserts		
Tray Card (4/0) – 1-sided, for tray (back side) of jewel box (\$0.40 + \$15.00 setup)	Unit	\$15.40
2-Panel Insert for Jewel Box (4/0) – 1-sided, front insert for jewel box (\$0.45 + \$15.00 setup)	Unit	\$15.45
4-Panel Insert for Jewel Box (4/0) – folded, 1-sided front insert for jewel box (\$0.45 + \$15.00 setup)	Unit	\$15.45
4-Panel Insert for Jewel Box (4/0) – folded, 2-sided front insert for jewel box (\$1.25 + \$15.00 setup)	Unit	\$16.25
Retail or Poly Case Wrap Image on 1 side only	Unit	\$15.60
Graphic Design Services (hourly rate for non-conforming artwork or requested services)	Hour	\$75.00

Other Direct Costs (ODCs) 541810ODC *(continued)*

Support Product (ODCs)	Unit of Issue	Price
DVD Duplication Pricing		
DVD Duplicating - Black	DVD	\$22.50
DVD Duplicating - Full Color	DVD	\$42.50
DVD Duplicating - Adhesive Color Label	DVD	\$42.50
DVD Retail Style Case	Unit	\$0.40
DVD C-Shell	Unit	\$0.30
DVD Jewel Box w/ DVD Logo Tray or Double-Hinged Tray	Unit	\$0.45
DVD TrimPak	Unit	\$0.30
DVD Slimline Jewel Box	Unit	\$0.30
DVD Soft-Poly Case or DVD Soft-Poly Case w/ Tray	Unit	\$0.30
Camera Operator	Day	\$400.00
Video Editor	Hour	\$40.00
Replication w/ 4 Color Wallets		
Replication w/ 4 Color Wallets (DVD) Minimum 300	Each DVD, Minimum 300	\$2.99
Replication w/ 4 Color Wallets (DVD) Minimum 500	Each DVD, Minimum 500	\$2.18
Replication w/ 4 Color Wallets (DVD) Minimum 1,000	Each DVD, Minimum 1,000	\$1.19
Replication w/ 4 Color Wallets (DVD) Minimum 5,000	Each DVD, Minimum 5,000	\$0.85
Replication w/ 4 Color Wallets (DVD) Minimum 10,000	Each DVD, Minimum 10,000	\$0.64
Replication w/ 4 Color Wallets (CD) Minimum 1,000	Each CD, Minimum 1,000	\$0.99
Replication w/ 4 Color Wallets (CD) Minimum 5,000	Each CD, Minimum 5,000	\$0.71
Replication w/ 4 Color Wallets (CD) Minimum 10,000	Each CD, Minimum 10,000	\$0.59
Equipment Rental		
Teleprompter Rental	Day	\$300.00
Camera Rental	Day	\$550.01
Edit System: Final Cut Studio HD Uncompressed	Day	\$350.01
Edit System: Nonlinear Custom - Photoshop	Day	\$50.01
Edit System: Nonlinear Custom - After Effects	Day	\$50.01
Edit System: Nonlinear VTR Upgrade #1 - PVW 2800	Day	\$50.01

Service Contract Labor Standards (SCLS)

The labor categories that fall under the requirements of the SCLS (i.e., non-exempt labor categories) are identified in the SCLS Table that follows. The prices for these labor categories meet or exceed the requirements in the SCLS Wage Determinations identified below. The table and narrative are incorporated into this contract.

Service Contract Labor Standards (SCLS) Matrix

SCLS Eligible Labor Category	SCLS Equivalent Code Title	Wage Determination Number
Interviewer	01420 – Survey Worker	2015-4393

The Service Contract Labor Standards (SCLS) apply to this contract and include the applicable SCLS labor categories. Labor categories and fixed-price services marked with two asterisks (**) in this price list are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).

Order-Level Materials (OLMs)

OLMs are supplies and/or services acquired in direct support of an individual task or delivery order placed against a Federal Supply Schedule (FSS) contract or FSS Blanket Purchase Agreement (BPA). OLMs are not defined, priced, or awarded at the FSS contract level. They are unknown before a task or delivery order is placed against the FSS contract or FSS BPA. OLMs are only authorized for inclusion at the order level under a Time-and-Materials (T&M) or Labor-Hour (LH) Contract Line Item Number (CLIN) and are subject to a Not-to-Exceed ceiling price. OLMs include direct materials, subcontracts for supplies and incidental services for which there is not a labor category specified in the FSS contract, Other Direct Costs (ODCs) (separate from those under ODC SINs), and indirect costs. OLMs are purchased under the authority of the FSS Program and are not “open-market items.” Items awarded under ancillary supplies/services or ODC SINs are not OLMs. These items are defined, priced, and awarded at the FSS contract level, whereas OLMs are unknown before an order is placed. Ancillary supplies/services and ODC SINs are for use under all order-type CLINs (Fixed-Price [FP], T&M, and LH), whereas the OLMs SIN is only authorized for use under T&M- and LH-order CLINs.

The OLMs SIN is only authorized for use in direct support of another awarded SIN. Price analysis for OLMs is not conducted when awarding the FSS contract or FSS BPA; therefore, General Services Administration Acquisition Regulations (GSARs) 538.270 and 538.271 do not apply to OLMs. OLMs are defined and priced at the ordering activity level in accordance with GSAR Clauses–552.282 Special Ordering Procedures for the Acquisition of Order-Level Materials. Prices for items provided under the OLMs SIN must be inclusive of the Industrial Funding Fee (IFF). The value of OLMs in a task or delivery order, or the cumulative value of OLMs in orders against an FSS BPA awarded under an FSS contract, cannot exceed 33.33%.

Labor Category Descriptions

Labor Category	Description	Key Words	Minimum Education	Minimum Years of Experience
Senior Advisor	Provides technical advice and counsel to other professionals, especially on the most complex tasks. Has advanced-level knowledge of the broad scope of scientific research and the ability to create and apply new and unique methods and procedures to address project needs.	Research, technical, advanced, counsel	PhD	16
Principal Professional	Provides technical knowledge, analysis and advice on exceptionally complex problems that need extensive knowledge of the subject matter for effective implementation. Develops or directs the development of innovative and creative technical solutions to problems, questions, and issues, using or extending state-of-the-art methods and technology. Results of work are considered technically authoritative. Possesses in-depth knowledge of a particular area, such as business, computer science, engineering, mathematics, applicable federal policies, regulations and standards, or the various sciences. May be considered a national expert in field of expertise. Assumes increasing levels of responsibility for larger work groups on projects of greater complexity.	Research, technical, analyses, innovative, expert	PhD	14
Senior Professional 5	Subject Matter Expert in a research or scientific field in the Professional Services industry. May also be considered a functional expert depending on the research or scientific area. Performs research of significant technical complexity, applying standard and established theories, concepts, and techniques, but often using innovative approaches and/or complex statistical analyses; develop or direct the development of innovative and creative technical solutions to research problems, questions, and issues, using or extending state-of-the-art methods and technology; direct development of timely project reports that are organized, clear, and in the proper format. Work is performed with minimal supervision and guidance. Results of work are considered technically authoritative. This category has increased experience from Senior Professional 4 and is often filled with senior executive level staff.	Expert, research, scientific, senior, executive	PhD	12
Senior Professional 4	Subject Matter Expert in a research or scientific field in the Professional Services industry. May also be considered a functional expert depending on the research or scientific area. Performs research of significant technical complexity, applying standard and established theories, concepts, and techniques, but often using innovative approaches and/or complex statistical analyses; develop or direct the development of innovative and creative technical solutions to research problems, questions, and issues, using or extending state-of-the-art methods and technology; direct development of timely project reports that are organized, clear, and in the proper format. Work is performed with minimal supervision and guidance. Results of work are considered technically authoritative. This category has increased experience from Senior Professional 3 and is sometimes filled with senior executive level staff.	Expert, research, scientific, senior, executive	PhD	10
Senior Professional 3	Subject Matter Expert in a research or scientific field in the Professional Services industry. May also be considered a functional expert depending on the research or scientific area. Performs research of significant technical complexity, applying standard and established theories, concepts, and techniques, but often using innovative approaches and/or complex statistical analyses; develop or direct the development of innovative and creative technical solutions to research problems, questions, and issues, using or extending state-of-the-art methods and technology; direct development of timely project reports that are organized, clear, and in the proper format. Work is performed with minimal supervision and guidance. Results of work are considered technically authoritative. This category has increased experience from Senior Professional 2 and is sometimes filled with executive or director level staff.	Expert, research, scientific, executive, director	PhD	8

Labor Category Descriptions *(continued)*

Labor Category	Description	Key Words	Minimum Education	Minimum Years of Experience
Senior Professional 2	Senior leader or expert in a research or scientific field in the Professional Services industry. Performs research of significant technical complexity, applying standard and established theories, concepts, and techniques, but often using innovative approaches and/or complex statistical analyses; develop or direct the development of innovative and creative technical solutions to research problems, questions, and issues, using or extending state-of-the-art methods and technology; direct development of timely project reports that are organized, clear, and in the proper format. Work is performed with minimal supervision and guidance. Results of work are considered technically authoritative. This category has increased experience from Senior Professional 1 and is sometimes filled with director or manager level staff.	Senior, research, scientific, director, manager	PhD	6
Senior Professional 1	Senior leader or expert in a research or scientific field in the Professional Services industry. Performs research of significant technical complexity, applying standard and established theories, concepts, and techniques, but often using innovative approaches and/or complex statistical analyses; develop or direct the development of innovative and creative technical solutions to research problems, questions, and issues, using or extending state-of-the-art methods and technology; direct development of timely project reports that are organized, clear, and in the proper format. Work is performed with minimal supervision and guidance. Results of work are considered technically authoritative. This category is sometimes filled with manager level staff.	Senior, leader, research, scientific, manager	PhD	4
Professional 4	Experienced project or task leader in a research or scientific field in the Professional Services industry. Perform research tasks of intermediate technical complexity, applying standard and established theories, concepts, and techniques, but often using innovative approaches and/or complex statistical analyses; develop or direct the development of innovative and creative technical solutions to research problems, questions, and issues, using or extending state-of-the-art methods and technology; direct development of timely project reports that are organized, clear, and in the proper format. Work is performed with minimal supervision and guidance. Results of work are considered technically authoritative. This category has increased experience and/or education from Professional 3.	Experienced, leader, intermediate, research, scientific	MA/MS	8
Professional 3	Experienced project or task leader in a research or scientific field in the Professional Services industry. Perform research tasks of intermediate technical complexity, applying standard and established theories, concepts, and techniques, but often using innovative approaches and/or complex statistical analyses; develop or direct the development of innovative and creative technical solutions to research problems, questions, and issues, using or extending state-of-the-art methods and technology; direct development of timely project reports that are organized, clear, and in the proper format. Work is performed with minimal supervision and guidance. Results of work are considered technically authoritative. This category has increased experience and/or education from Professional 2.	Experienced, leader, intermediate, research, scientific	MA/MS	6
Professional 2	Experienced project or task leader in a research or scientific field in the Professional Services industry. Perform research tasks of intermediate technical complexity, applying standard and established theories, concepts, and techniques, but often using innovative approaches and/or complex statistical analyses; develop or direct the development of innovative and creative technical solutions to research problems, questions, and issues, using or extending state-of-the-art methods and technology; direct development of timely project reports that are organized, clear, and in the proper format. Work is performed with minimal supervision and guidance. Results of work are considered technically authoritative. This category has increased experience and/or education from Professional 1.	Experienced, leader, intermediate, research, scientific	MA/MS	3

Labor Category Descriptions *(continued)*

Labor Category	Description	Key Words	Minimum Education	Minimum Years of Experience
Professional 1	Experienced project or task leader in a research or scientific field in the Professional Services industry. Perform research tasks of intermediate technical complexity, applying standard and established theories, concepts, and techniques, but often using innovative approaches and/or complex statistical analyses; develop or direct the development of innovative and creative technical solutions to research problems, questions, and issues, using or extending state-of-the-art methods and technology; direct development of timely project reports that are organized, clear, and in the proper format. Work is performed with minimal supervision and guidance. Results of work are considered technically authoritative.	Experienced, leader, intermediate, research, scientific	MA/MS	1
Associate Professional 5	Midlevel professional who works closely with the project or task leader in a specialized research or scientific field in the Professional Services industry. Perform research tasks of some technical complexity, applying standard and established theories, concepts, and techniques but often using innovative approaches and/or complex statistical analyses; develop or direct the development of innovative and creative technical solutions to research problems, questions, and issues, using or extending state-of-the-art methods and technology; direct development of timely project reports that demonstrate organization, clarity, and proper format. Work is performed with minimal supervision and guidance. Results of work are often considered technically authoritative.	Midlevel, professional, specialized, research, scientific	BA/BS	4
Associate Professional 4	Midlevel professional who works closely with the project or task leader in a specialized research or scientific field in the Professional Services industry. Perform research tasks of some technical complexity, applying standard and established theories, concepts, and techniques but often using innovative approaches and/or complex statistical analyses; develop or direct the development of innovative and creative technical solutions to research problems, questions, and issues, using or extending state-of-the-art methods and technology; direct development of timely project reports that demonstrate organization, clarity, and proper format. Work is performed with minimal supervision and guidance. Results of work are often reviewed by peers to confirm accuracy.	Midlevel, professional, specialized, research, scientific	BA/BS	2
Associate Professional 3	Junior professional who works closely with the project or task leader in a specialized research or scientific field in the Professional Services industry. Perform research tasks of some technical complexity, applying standard and established theories, concepts, and techniques but often using innovative approaches and/or complex statistical analyses; develop or direct the development of innovative and creative technical solutions to research problems, questions, and issues, using or extending state-of-the-art methods and technology; direct development of timely project reports that demonstrate organization, clarity, and proper format. Work is performed with minimal supervision and guidance. Results of work are often reviewed by peers to confirm accuracy.	Junior, professional, specialized, research, scientific	BA/BS	0
Associate Professional 2	Junior professional who works closely with the project or task leader in a specialized research or scientific field in the Professional Services industry. Perform research tasks of some technical complexity, applying standard and established theories, concepts, and techniques but often using innovative approaches and/or complex statistical analyses; develop or direct the development of innovative and creative technical solutions to research problems, questions, and issues, using or extending state-of-the-art methods and technology; direct development of timely project reports that demonstrate organization, clarity, and proper format. Work is performed with moderate supervision and guidance. Results of work are often reviewed by peers to confirm accuracy.	Junior, professional, specialized, research, scientific	HS	4
Associate Professional 1	Early career professional who works closely with the project or task leader in a specialized research or scientific field in the Professional Services industry. Perform research tasks of some technical complexity, applying standard and established theories, concepts, and techniques but often using innovative approaches and/or complex statistical analyses; develop or direct the development of innovative and creative technical solutions to research problems, questions, and issues, using or extending state-of-the-art methods and technology; direct development of timely project reports that demonstrate organization, clarity, and proper format. Work is performed with moderate supervision and guidance. Results of work are often reviewed by peers to confirm accuracy.	Early, professional, specialized, research, scientific	HS	2

Labor Category Descriptions *(continued)*

Labor Category	Description	Key Words	Minimum Education	Minimum Years of Experience
Senior Project Specialist	Experienced professional who works closely with the project manager through the lifecycle of the project on a range of operational, technical, and financial matters. Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues which would require a report and recommends solutions. Responsible for maintaining project information such as Gantt charts and financial data, double-checking invoices, and overseeing the monthly project financial reports to ensure the project remains within budget. Gathers estimates from project staff, and prepares management and customer reports for review and approval. Works independently and consistently to meet project deadlines.	Technical, financial, systems, management, complex	BA/BS	4
Project Specialist	Assists the project manager on a range of financial matters. Responsible for maintaining project information such as Gantt charts and financial data, double-checking invoices, and overseeing the monthly project financial reports to ensure the project remains within budget. Gathers estimates from project staff, and prepares management and customer reports for review and approval. Works independently and consistently to meet project deadlines.	Financial, management, reporting	BA/BS	0
Professional Support 2	Demonstrated experience supporting various research, operations, and management tasks, applying standard and established techniques. Project manager supervises all activities, providing detailed oral and/or written instruction and reviewing all work for accuracy, completeness, and soundness of judgment.	Experience, research, operations, management	HS	2
Professional Support 1	Supports various research, operations, and management tasks, applying standard and established techniques. Project manager supervises all activities, providing detailed oral and/or written instruction and reviewing all work for accuracy, completeness, and soundness of judgment.	Supports, research, operations, management	HS	0
Interviewer*	Conducts interviews with survey respondents.	Interviews, survey, respondents	HS	0
Principal Analytics/IT Professional 3	Provides analytics and/or information technology-focused services typically requiring advanced technical knowledge, often providing supervision for earlier career researchers. Project roles and duties may include but are not limited to: designing technical solutions; leading project teams; analyzing, interpreting, and synthesizing results from collected data; and applying standard and innovative research methods and concepts to complete complex tasks and/or deliverables. Focus areas/disciplines may include but are not limited to: data science; statistics; psychometrics; survey methodology; cybersecurity; computer science/engineering; economics, data governance; human-centered design; or related focus areas/disciplines. May be considered a recognized expert in their focus areas/disciplines.	IT, data, analytics, informatics, expert	MA/MS	14
Principal Analytics/IT Professional 2	Provides analytics and/or information technology-focused services typically requiring advanced technical knowledge, often providing supervision for earlier career researchers. Project roles and duties may include but are not limited to: designing technical solutions; leading project teams; analyzing, interpreting, and synthesizing results from collected data; and applying standard and innovative research methods and concepts to complete complex tasks and/or deliverables. Focus areas/disciplines may include but are not limited to: data science; statistics; psychometrics; survey methodology; cybersecurity; computer science/engineering; economics, data governance; human-centered design; or related focus areas/disciplines. May be considered a recognized expert in their focus areas/disciplines.	IT, data, analytics, informatics, expert	MA/MS	12

Labor Category Descriptions *(continued)*

Labor Category	Description	Key Words	Minimum Education	Minimum Years of Experience
Principal Analytics/IT Professional 1	Provides analytics and/or information technology-focused services typically requiring advanced technical knowledge, often providing supervision for earlier career researchers. Project roles and duties may include but are not limited to: designing technical solutions; leading project teams; analyzing, interpreting, and synthesizing results from collected data; and applying standard and innovative research methods and concepts to complete complex tasks and/or deliverables. Focus areas/disciplines may include but are not limited to: data science; statistics; psychometrics; survey methodology; cybersecurity; computer science/engineering; economics, data governance; human-centered design; or related focus areas/disciplines. May be considered a recognized expert in their focus areas/disciplines.	IT, data, analytics, informatics, expert	MA/MS	10
Senior Analytics/IT Professional 3	Provides analytics and/or information technology-focused services typically requiring advanced technical knowledge, often providing supervision for earlier career researchers. Project roles and duties may include but are not limited to: designing technical solutions; leading project teams; analyzing, interpreting, and synthesizing results from collected data; and applying standard and innovative research methods and concepts to complete complex tasks and/or deliverables. Focus areas/disciplines may include but are not limited to: data science; statistics; psychometrics; survey methodology; cybersecurity; computer science/engineering; economics, data governance; human-centered design; or related focus areas/disciplines.	IT, data, analytics, informatics	MA/MS	8
Senior Analytics/IT Professional 2	Provides analytics and/or information technology-focused services typically requiring advanced technical knowledge, often providing supervision for earlier career researchers. Project roles and duties may include but are not limited to: designing technical solutions; leading project teams; analyzing, interpreting, and synthesizing results from collected data; and applying standard and innovative research methods and concepts to complete complex tasks and/or deliverables. Focus areas/disciplines may include but are not limited to: data science; statistics; psychometrics; survey methodology; cybersecurity; computer science/engineering; economics, data governance; human-centered design; or related focus areas/disciplines.	IT, data, analytics, informatics	MA/MS	6
Senior Analytics/IT Professional 1	Provides analytics and/or information technology-focused services typically requiring advanced technical knowledge, often providing supervision for earlier career researchers. Project roles and duties may include but are not limited to: designing technical solutions; leading project teams; analyzing, interpreting, and synthesizing results from collected data; and applying standard and innovative research methods and concepts to complete complex tasks and/or deliverables. Focus areas/disciplines may include but are not limited to: data science; statistics; psychometrics; survey methodology; cybersecurity; computer science/engineering; economics, data governance; human-centered design; or related focus areas/disciplines.	IT, data, analytics, informatics	MA/MS	4
Analytics/IT Professional 3	Provides analytic and/or information technology-focused services typically requiring moderate technical knowledge with little supervision from project leaders and/or more experienced researchers. Project roles and duties may include but are not limited to: supervising earlier career colleagues; implementing technical solutions; analyzing, interpreting, and synthesizing results from collected data; and applying standard and innovative research methods and concepts to complete tasks and/or deliverables. Focus areas/disciplines may include but are not limited to: data science; statistics; psychometrics; survey methodology; cybersecurity; computer science/engineering; economics, data governance; human-centered design; or related focus areas/disciplines.	IT, data, analytics, informatics	MA/MS	3

Labor Category Descriptions *(continued)*

Labor Category	Description	Key Words	Minimum Education	Minimum Years of Experience
Analytics/IT Professional 2	Provides analytic and/or information technology-focused services typically requiring moderate technical knowledge with little supervision from project leaders and/or more experienced researchers. Project roles and duties may include but are not limited to: supervising earlier career colleagues; implementing technical solutions; analyzing, interpreting, and synthesizing results from collected data; and applying standard and innovative research methods and concepts to complete tasks and/or deliverables. Focus areas/disciplines may include but are not limited to: data science; statistics; psychometrics; survey methodology; cybersecurity; computer science/engineering; economics, data governance; human-centered design; or related focus areas/disciplines.	IT, data, analytics, informatics	MA/MS	2
Analytics/IT Professional 1	Provides analytic and/or information technology-focused services typically requiring moderate technical knowledge with little supervision from project leaders and/or more experienced researchers. Project roles and duties may include but are not limited to: supervising earlier career colleagues; implementing technical solutions; analyzing, interpreting, and synthesizing results from collected data; and applying standard and innovative research methods and concepts to complete tasks and/or deliverables. Focus areas/disciplines may include but are not limited to: data science; statistics; psychometrics; survey methodology; cybersecurity; computer science/engineering; economics, data governance; human-centered design; or related focus areas/disciplines.	IT, data, analytics, informatics	MA/MS	1
Associate Analytics/IT Professional 3	Provides analytics and/or information technology-focused services typically requiring some basic technical knowledge with supervision from project leaders and/or more experienced personnel. Project roles and duties may include but are not limited to: performing technical solutions; analyzing, interpreting, and synthesizing results from collected data; and applying standard research methods and concepts to complete tasks and/or deliverables. Focus areas/disciplines may include but are not limited to: data science; statistics; psychometrics; survey methodology; cybersecurity; computer science/engineering; economics, data governance; human-centered design; or related focus areas/disciplines.	IT, data, analytics, informatics	BA/BS	2
Associate Analytics/IT Professional 2	Provides analytics and/or information technology-focused services typically requiring some basic technical knowledge with supervision from project leaders and/or more experienced personnel. Project roles and duties may include but are not limited to: performing technical solutions; analyzing, interpreting, and synthesizing results from collected data; and applying standard research methods and concepts to complete tasks and/or deliverables. Focus areas/disciplines may include but are not limited to: data science; statistics; psychometrics; survey methodology; cybersecurity; computer science/engineering; economics, data governance; human-centered design; or related focus areas/disciplines.	IT, data, analytics, informatics	BA/BS	1
Associate Analytics/IT Professional 1	Provides analytics and/or information technology-focused services typically requiring some basic technical knowledge with supervision from project leaders and/or more experienced personnel. Project roles and duties may include but are not limited to: performing technical solutions; analyzing, interpreting, and synthesizing results from collected data; and applying standard research methods and concepts to complete tasks and/or deliverables. Focus areas/disciplines may include but are not limited to: data science; statistics; psychometrics; survey methodology; cybersecurity; computer science/engineering; economics, data governance; human-centered design; or related focus areas/disciplines.	IT, data, analytics, informatics	BA/BS	0
Assistant Analytics/IT Professional 2	Provides analytics and/or information technology-focused services typically requiring limited technical knowledge with supervision from project leaders and/or more experienced personnel. Project roles and duties may include but are not limited to: supporting project teams with literature reviews; collecting data for analyses; and applying basic research methods and concepts to complete tasks and/or deliverables. Focus areas/disciplines may include but are not limited to: data science; statistics; psychometrics; survey methodology; cybersecurity; computer science/engineering; economics, data governance; human-centered design; or related focus areas/disciplines.	IT, data, analytics, informatics	AA/AS	0

Labor Category Descriptions *(continued)*

Labor Category	Description	Key Words	Minimum Education	Minimum Years of Experience
Assistant Analytics/IT Professional 1	Provides analytics and/or information technology-focused services typically requiring limited technical knowledge with supervision from project leaders and/or more experienced personnel. Project roles and duties may include but are not limited to: supporting project teams with literature reviews; collecting data for analyses; and applying basic research methods and concepts to complete tasks and/or deliverables. Focus areas/disciplines may include but are not limited to: data science; statistics; psychometrics; survey methodology; cybersecurity; computer science/engineering; economics, data governance; human-centered design; or related focus areas/disciplines.	IT, data, analytics, informatics	HS	1
Principal SPARC Professional 3	Provides strategy, planning, advisory, R&D, and innovation consulting services requiring advanced technical knowledge, often providing supervision for earlier career researchers. Responsibilities may include but are not limited to: designing technical solutions; leading project teams; analyzing, interpreting, and synthesizing results from collected data; and applying standard and innovative research methods and concepts to complete complex tasks and/or deliverables. May include but are not limited to: management consulting; strategic planning and foresight; organizational capacity building; technology scouting, monitoring, and landscaping; commercialization and transition planning; technical market research; life science and engineering services specializing on energy, environment and health; high-throughput and other clinical analysis, modeling and characterizations; regulatory consulting; feasibility studies or related focus areas/disciplines. May be considered a recognized expert in their focus areas/disciplines.	Strategy, planning, advisory, research, development, innovation, consultant, expert	MA/MS	20
Principal SPARC Professional 2	Provides strategy, planning, advisory, R&D, and innovation consulting services requiring advanced technical knowledge, often providing supervision for earlier career researchers. Responsibilities may include but are not limited to: designing technical solutions; leading project teams; analyzing, interpreting, and synthesizing results from collected data; and applying standard and innovative research methods and concepts to complete complex tasks and/or deliverables. May include but are not limited to: management consulting; strategic planning and foresight; organizational capacity building; technology scouting, monitoring, and landscaping; commercialization and transition planning; technical market research; life science and engineering services specializing on energy, environment and health; high-throughput and other clinical analysis, modeling and characterizations; regulatory consulting; feasibility studies or related focus areas/disciplines. May be considered a recognized expert in their focus areas/disciplines.	Strategy, planning, advisory, research, development, innovation, consultant, expert	MA/MS	18
Principal SPARC Professional 1	Provides strategy, planning, advisory, R&D, and innovation consulting services requiring advanced technical knowledge, often providing supervision for earlier career researchers. Responsibilities may include but are not limited to: designing technical solutions; leading project teams; analyzing, interpreting, and synthesizing results from collected data; and applying standard and innovative research methods and concepts to complete complex tasks and/or deliverables. May include but are not limited to: management consulting; strategic planning and foresight; organizational capacity building; technology scouting, monitoring, and landscaping; commercialization and transition planning; technical market research; life science and engineering services specializing on energy, environment and health; high-throughput and other clinical analysis, modeling and characterizations; regulatory consulting; feasibility studies or related focus areas/disciplines. May be considered a recognized expert in their focus areas/disciplines.	Strategy, planning, advisory, research, development, innovation, consultant, expert	MA/MS	16

Labor Category Descriptions *(continued)*

Labor Category	Description	Key Words	Minimum Education	Minimum Years of Experience
Senior SPARC Professional 3	Provides strategy, planning, advisory, R&D, and innovation consulting services requiring advanced technical knowledge, often providing supervision for earlier career researchers. Responsibilities may include but are not limited to: designing technical solutions; leading project teams; analyzing, interpreting, and synthesizing results from collected data; and applying standard and innovative research methods and concepts to complete complex tasks and/or deliverables. May include but are not limited to: management consulting; strategic planning and foresight; organizational capacity building; technology scouting, monitoring, and landscaping; commercialization and transition planning; technical market research; life science and engineering services specializing on energy, environment and health; high-throughput and other clinical analysis, modeling and characterizations; regulatory consulting; feasibility studies or related focus areas/disciplines.	Strategy, planning, advisory, research, development, innovation, consultant, senior, executive	MA/MS	14
Senior SPARC Professional 2	Provides strategy, planning, advisory, R&D, and innovation consulting services requiring advanced technical knowledge, often providing supervision for earlier career researchers. Responsibilities may include but are not limited to: designing technical solutions; leading project teams; analyzing, interpreting, and synthesizing results from collected data; and applying standard and innovative research methods and concepts to complete complex tasks and/or deliverables. May include but are not limited to: management consulting; strategic planning and foresight; organizational capacity building; technology scouting, monitoring, and landscaping; commercialization and transition planning; technical market research; life science and engineering services specializing on energy, environment and health; high-throughput and other clinical analysis, modeling and characterizations; regulatory consulting; feasibility studies or related focus areas/disciplines.	Strategy, planning, advisory, research, development, innovation, consultant, senior, director	MA/MS	12
Senior SPARC Professional 1	Provides strategy, planning, advisory, R&D, and innovation consulting services requiring advanced technical knowledge, often providing supervision for earlier career researchers. Responsibilities may include but are not limited to: designing technical solutions; leading project teams; analyzing, interpreting, and synthesizing results from collected data; and applying standard and innovative research methods and concepts to complete complex tasks and/or deliverables. May include but are not limited to: management consulting; strategic planning and foresight; organizational capacity building; technology scouting, monitoring, and landscaping; commercialization and transition planning; technical market research; life science and engineering services specializing on energy, environment and health; high-throughput and other clinical analysis, modeling and characterizations; regulatory consulting; feasibility studies or related focus areas/disciplines.	Strategy, planning, advisory, research, development, innovation, consultant, senior, manager, leader	MA/MS	10
SPARC Professional 3	Provides strategy, planning, advisory, R&D, and innovation consulting services requiring moderate technical knowledge with little supervision from project leaders and/or more experienced researchers. Responsibilities may include but are not limited to: supervising earlier career colleagues; implementing technical solutions; analyzing, interpreting, and synthesizing results from collected data; and applying standard and innovative research methods and concepts to complete tasks and/or deliverables. May include but are not limited to: management consulting; strategic planning and foresight; organizational capacity building; technology scouting, monitoring, and landscaping; commercialization and transition planning; technical market research; life science and engineering services specializing on energy, environment and health; high-throughput and other clinical analysis, modeling and characterizations; regulatory consulting; feasibility studies or related focus areas/disciplines.	Strategy, planning, advisory, research, development, innovation, consultant, experienced, intermediate	BA/BS	10

Labor Category Descriptions *(continued)*

Labor Category	Description	Key Words	Minimum Education	Minimum Years of Experience
SPARC Professional 2	Provides strategy, planning, advisory, R&D, and innovation consulting services requiring moderate technical knowledge with little supervision from project leaders and/or more experienced researchers. Responsibilities may include but are not limited to: supervising earlier career colleagues; implementing technical solutions; analyzing, interpreting, and synthesizing results from collected data; and applying standard and innovative research methods and concepts to complete tasks and/or deliverables. May include but are not limited to: management consulting; strategic planning and foresight; organizational capacity building; technology scouting, monitoring, and landscaping; commercialization and transition planning; technical market research; life science and engineering services specializing on energy, environment and health; high-throughput and other clinical analysis, modeling and characterizations; regulatory consulting; feasibility studies or related focus areas/disciplines.	Strategy, planning, advisory, research, development, innovation, consultant, experienced, intermediate	BA/BS	8
SPARC Professional 1	Provides strategy, planning, advisory, R&D, and innovation consulting services requiring moderate technical knowledge with little supervision from project leaders and/or more experienced researchers. Responsibilities may include but are not limited to: supervising earlier career colleagues; implementing technical solutions; analyzing, interpreting, and synthesizing results from collected data; and applying standard and innovative research methods and concepts to complete tasks and/or deliverables. May include but are not limited to: management consulting; strategic planning and foresight; organizational capacity building; technology scouting, monitoring, and landscaping; commercialization and transition planning; technical market research; life science and engineering services specializing on energy, environment and health; high-throughput and other clinical analysis, modeling and characterizations; regulatory consulting; feasibility studies or related focus areas/disciplines.	Strategy, planning, advisory, research, development, innovation, consultant, experienced, intermediate	BA/BS	6
Associate SPARC Professional 3	Provides strategy, planning, advisory, R&D, and innovation consulting services requiring some basic technical knowledge with supervision from project leaders and/or more experienced researchers. Responsibilities may include but are not limited to: performing technical solutions; analyzing, interpreting, and synthesizing results from collected data; and applying standard research methods and concepts to complete tasks and/or deliverables. May include but are not limited to: management consulting; strategic planning and foresight; organizational capacity building; technology scouting, monitoring, and landscaping; commercialization and transition planning; technical market research; life science and engineering services specializing on energy, environment and health; high-throughput and other clinical analysis, modeling and characterizations; regulatory consulting; feasibility studies or related focus areas/disciplines.	Strategy, planning, advisory, research, development, innovation, consultant, specialized, midlevel	BA/BS	4
Associate SPARC Professional 2	Provides strategy, planning, advisory, R&D, and innovation consulting services requiring some basic technical knowledge with supervision from project leaders and/or more experienced researchers. Responsibilities may include but are not limited to: performing technical solutions; analyzing, interpreting, and synthesizing results from collected data; and applying standard research methods and concepts to complete tasks and/or deliverables. May include but are not limited to: management consulting; strategic planning and foresight; organizational capacity building; technology scouting, monitoring, and landscaping; commercialization and transition planning; technical market research; life science and engineering services specializing on energy, environment and health; high-throughput and other clinical analysis, modeling and characterizations; regulatory consulting; feasibility studies or related focus areas/disciplines.	Strategy, planning, advisory, research, development, innovation, consultant, specialized, midlevel	BA/BS	2

Labor Category Descriptions *(continued)*

Labor Category	Description	Key Words	Minimum Education	Minimum Years of Experience
Associate SPARC Professional 1	Provides strategy, planning, advisory, R&D, and innovation consulting services requiring some basic technical knowledge with supervision from project leaders and/or more experienced researchers. Responsibilities may include but are not limited to: performing technical solutions; analyzing, interpreting, and synthesizing results from collected data; and applying standard research methods and concepts to complete tasks and/or deliverables. May include but are not limited to: management consulting; strategic planning and foresight; organizational capacity building; technology scouting, monitoring, and landscaping; commercialization and transition planning; technical market research; life science and engineering services specializing on energy, environment and health; high-throughput and other clinical analysis, modeling and characterizations; regulatory consulting; feasibility studies or related focus areas/disciplines.	Strategy, planning, advisory, research, development, innovation, consultant, specialized, junior	BA/BS	0
Assistant SPARC Professional 2	Provides strategy, planning, advisory, R&D, and innovation consulting services requiring limited technical knowledge with supervision from project leaders and/or more experienced researchers. Responsibilities may include but are not limited to: aiding project teams with literature reviews; collecting data for analyses; and applying basic research methods and concepts to complete tasks and/or deliverables. May include but are not limited to: management consulting; strategic planning and foresight; organizational capacity building; technology scouting, monitoring, and landscaping; commercialization and transition planning; technical market research; life science and engineering services specializing on energy, environment and health; high-throughput and other clinical analysis, modeling and characterizations; regulatory consulting; feasibility studies or related focus areas/disciplines.	Strategy, planning, advisory, research, development, innovation, consultant, entry	AA/AS	0
Assistant SPARC Professional 1	Provides strategy, planning, advisory, R&D, and innovation consulting services requiring limited technical knowledge with supervision from project leaders and/or more experienced researchers. Responsibilities may include but are not limited to: aiding project teams with literature reviews; collecting data for analyses; and applying basic research methods and concepts to complete tasks and/or deliverables. May include but are not limited to: management consulting; strategic planning and foresight; organizational capacity building; technology scouting, monitoring, and landscaping; commercialization and transition planning; technical market research; life science and engineering services specializing on energy, environment and health; high-throughput and other clinical analysis, modeling and characterizations; regulatory consulting; feasibility studies or related focus areas/disciplines.	Strategy, planning, advisory, research, development, innovation, consultant, entry	HS	1

*SCLS applicable labor categories include the following: Interviewer (SCLS 01420).
SPARC = Strategy, Planning, Analytics, R&D (Research & Development), and Consulting.

Notes

Table 1 details examples of RTI's education and experience substitutions. Alternative educational attainments are also relevant and may include but are not limited to educational certificate awards, certifications, and licenses, which RTI has defined in Table 2 based on the *Working Definitions of Non-Degree Credentials* by the Interagency Working Group on Expanded Measures of Enrollment and Attainment. The duration of educational certificates, certifications, and licenses varies; however, RTI has provided assumptions in Table 2 for experience substitutions.

Table 1: Education/Experience Substitution Equivalencies

Education Attainment	Examples	Experience Substitutions
High School Diploma/GED		<ul style="list-style-type: none"> None
Associates	AA, AS	<ul style="list-style-type: none"> High School Diploma or GED plus 2 years of experience
Bachelors	BA, BS	<ul style="list-style-type: none"> High School Diploma or GED plus 4 years of experience OR Associate's Degree plus 2 years of experience
Masters	MA, MS	<ul style="list-style-type: none"> High School Diploma or GED plus 6 years of experience OR Associate's Degree plus 4 years of experience OR Bachelor's Degree plus 2 years of experience
Doctorate	PhD, JD, MD	<ul style="list-style-type: none"> High School Diploma or GED plus 10 years of experience OR Associate's Degree plus 8 years of experience OR Bachelor's Degree plus 6 years of experience OR Master's Degree plus 4 years of experience

Table 2: Other Educational Attainments and Substitutions

Attainment	Definition	Example	Experience Substitutions
Educational Certificate	A credential awarded by an educational institution based on completion of all requirements for a program of study, including coursework and test or other performance evaluations. Certificates are typically awarded for life (like a degree). Certificates of attendance or participation in a short-term training (e.g., 1 day) are not in the definitional scope for educational certificates.	Certificate in Survey Research	0.5 years of experience per educational certificate award
Certification	A credential awarded by a certification body based on an individual demonstrating through an examination process that he or she has acquired the designated knowledge, skills, and abilities to perform a specific job. The examination can be either written, oral, or performance-based. Certification is a time-limited credential that is renewed through a recertification process.	Project Management Professional (PMP) Certification	2 years of experience per active certification
License	A credential awarded by a government agency that constitutes legal authority to do a specific job. Licenses are based on some combination of degree or certificate attainment, certifications, assessments, or work experience; are time-limited; and must be renewed periodically.	Teacher's License	2 years of experience per active license

For pricing purposes, RTI will use the following assumptions when applying substitutions on a per task order basis:

1. The Education/Experience Substitution Equivalencies and the Other Educational Attainments and Substitutions will apply to all RTI LCATs.
2. Education, experience, and other educational attainments may be substituted for each other.
3. Each year of experience may be substituted for 1 year of education and vice versa.
4. Successful completion of higher education that did not result in a degree may be counted as 1 year of experience for each year of college completed.
5. Educational certificates may be substituted for education and/or experience.
6. Active certifications and licenses may be substituted for education and/or experience.
7. Any skilled trade that requires a specific educational degree (e.g., Engineering) is exempt from the substitution methodology; trade-offs will not be accepted.