

EXHIBIT A

LABOR CATEGORIES HISTORICAL CONTRACTOR SUPPORT

The following labor categories are suggested as the minimum labor categories required, however, the contractor may possibly propose more categories if believed necessary to meet the Government's requirement.

1. Scientist:

a. General Capabilities:

- (1) Read, understand, and execute techniques, procedures and reports within the quality standards and within the timelines prescribed by the research plan, national standards of research technical accuracy, and/or other written guidelines that the Investigator may promulgate.
- (2) Expertise in computational biology and related disciplines.

b. Education Level – Ph.D. in physical science, or in life science with significant computational expertise.

c. Duties:

- (1) Perform independent research in fields such as bioinformatics, systems biology, biochemistry, biotechnology, computer science, computational chemistry and biology, physics, mathematics, artificial intelligence, data mining, signal processing, mathematical modeling, molecular and cellular biology, and biomedical engineering to develop and apply computational solutions to biomedical problems.
- (2) Perform technical literature searches and participate in development of research work plans, to include specific research plans, as requested by the Investigator.
- (3) Complete reports and publish scientific papers in top-tier, high-impact journals based on research performed. Give technical presentations at scientific meetings/conferences.
- (4) Write, review, and edit technical proposals.

2. Software Engineer:

a. General Capabilities:

- (1) Knowledge of servlets, CGI, HTML, JavaScript, SQL, XML, Java applets, GNU tools, databases, and High Performance Computing (HPC).
- (2) Knowledge of Windows OS, Linux, Local Area Networks, MS Exchange based mail servers, DNS servers and CISCO firewalls.

b. Education Level – Minimum of a Bachelors degree in computer science or related field.

c. Duties:

- (1) Develop software tools that support biomedical research by transitioning proof of concept software prototypes to production quality systems for research applications, including developing graphical user interfaces and databases. Develop HPC pipeline systems using high-end computing clusters.
- (2) Support the day-to-day IT infrastructure of the BHSI as needed; such as Website maintenance and IT support to scientists and managerial staff.

3. Executive Administrator:

a. General Capabilities:

- (1) Proficiency with Microsoft Office products.
- (2) Excellent organization skills and detail oriented.
- (3) Ability to multitask and to carry tasks through their completion.

b. Education Level – Minimum of a high school degree. Prior experience is necessary.

c. Duties:

- (1) Provide administrative support to the BHS AI; such as personnel in-processing, coordinating travel using the DoD travel system, and coordinating meetings.

4. Program Coordinator:

a. General Capabilities:

- (1) Expertise in Microsoft Office products, particularly Powerpoint and Excel.
- (2) Ability to simultaneously coordinate tasks for multiple proposals.
- (3) Excellent organizational skills and detail oriented. Excellent communication skills, including writing.
- (4) Ability to create budget projections based on historical data and budget record keeping.

b. Education Level – Minimum of a Bachelors degree.

c. Duties

- (1) Coordinate the various BHS AI programs; including tracking and providing assistance with proposals, assisting with posters and presentations, and ensuring all program tasks are completed in a timely manner.
- (2) Complete finance and accounting related tasks for the program

5. Program Manager.

a. General Capabilities:

- (1) Ability to coordinate and manage multiple projects.

b. Education Level – Minimum of a Bachelors degree.

c. Duties:

- (1) Serve as the primary interface and point of contact with Government program authorities and representatives on technical program and contract administration issues. Supervises program operation by developing technical and management procedures and controls, planning, and directing, program execution, monitoring, and reporting progress.

- (2) Manage and controls financial and administrative aspects of the program with respect to contract requirements.
- (3) Manage acquisition and employment of program resources.
- (4) Perform day-to-day office management. Supervise support staff.

HISTORICAL CONTRACTOR SUPPORT

Position	# Employees	Qualifications	GS Equivalent
Scientist I (Postdoctoral Fellow)	2	Ph.D. in physical science with expertise in computational biology.	GS-9
Scientist II (Junior Scientist)	10	Ph.D. in physical science with expertise in computational biology. 1-10 years of experience.	GS-12
Scientist III (Scientist)	6	Ph.D. in physical science with expertise in computational biology. 7-15 years of experience and a strong publication record.	GS-13/14
Scientist IV (Senior Scientist)	3	Ph.D. in physical science with expertise in computational biology. More than 10 years of experience and a strong publication record. Prior experience as a team/project leader.	GS-15
Software Engineer I (Junior Engineer)	2	Bachelors or Masters degree in computer science or related field.	GS-10
Software Engineer II (Engineer)	2	Bachelors or Masters degree in computer science or related field. 1-5 years of experience.	GS-12
Software Engineer III (Senior Engineer)	1	Bachelors or Masters degree in computer science or related field. More than 5 years of experience.	GS-13/14
Executive Administrator	1	College or high school degree. Prior administrative experience a must.	GS-7/8/9
Program Manager	1	Bachelors degree in business or related field.	GS-8/9/10/11/12/13/14
Program Coordinator	1	Bachelors degree in business or related field.	GS-8/9/10/11/12/13/14