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

SCHEDULE TITLE: Federal Supply Schedule MAS – Multiple Award Schedule

FSC GROUP: 99

CONTRACT NUMBER: 47QRAA18D003D

CONTRACT PERIOD: January 17, 2018 through January 16, 2023

For more information on ordering from Federal Supply go to this website: www.fss.gsa.gov

CONTRACTOR: BCCP Consulting, LLC
2503 Summit Ridge Trail
Charlottesville, VA 22911-8700
Phone number: (571) 332-7335
Fax number: (571) 332-7335
E-Mail: chuck.brock@bccpconsulting.com

CONTRACTOR’S ADMINISTRATION SOURCE: Robert A Christiansen
2503 Summit Ridge Trail
Charlottesville, VA 22911-8700
Phone number: (540) 604-8173
Fax number: (571) 332-7335
E-Mail: tony.christiansen@bccpconsulting.com

WEBSITE: WWW.BCCPCONSULTING.COM

BUSINESS SIZE: Small Business

CUSTOMER INFORMATION:

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)

<table>
<thead>
<tr>
<th>SINs</th>
<th>Recovery</th>
<th>SIN Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>541611</td>
<td>541611RC</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
</tr>
<tr>
<td>OLM</td>
<td>OLMRC</td>
<td>Order-Level Materials (OLM’s)</td>
</tr>
</tbody>
</table>

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN:
   (Government net price based on a unit of one)
See attached GSA Price List

1c. HOURLY RATES (Services only):

See attached GSA Price List

2. MAXIMUM ORDER*: $1,000,000

NOTE TO ORDERING ACTIVITIES: *If the best value selection places your order over the Maximum Order identified in this catalog/pricelist, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contactor for a better price. The contractor may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

3. MINIMUM ORDER: $100

4. GEOGRAPHIC COVERAGE: Domestic, 48 states, Washington, DC

5. POINT(S) OF PRODUCTION: Not Applicable

6. DISCOUNT FROM LIST PRICES: GSA Net Prices are shown on the attached GSA Pricelist. Negotiated discount has been applied and the IFF has been added.

7. QUANTITY DISCOUNT(S): 1% for task orders over $200,001 to $499,999

2% for task orders between $500,000 and $999,999

3% for task orders over $1,000,000

8. PROMPT PAYMENT TERMS: Net 30 Days

9.a. Government Purchase Cards must be accepted at or below the micro-purchase threshold.

9.b. Government Purchase Cards are accepted above the micro-purchase threshold. Contact contractor for limit.

10. FOREIGN ITEMS: Not Applicable

11a. TIME OF DELIVERY: Specified on Task Order

11b. EXPEDITED DELIVERY: Contact Contractor

11c. OVERNIGHT AND 2-DAY DELIVERY: Overnight and 2-day delivery are available. Contact the Contractor for rates.

11d. URGENT REQUIRMENTS: Agencies can contact the Contractor’s representative to affect a faster delivery. Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

12. FOB POINT: Destination

13a. ORDERING ADDRESS: Same as Contractor
13b. **ORDERING PROCEDURES:** Ordering activities shall use the ordering procedures described in Federal Acquisition Regulation 8.405-3 when placing an order or establishing a BPA for supplies or 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:** Same as Contractor

15. **WARRANTY PROVISION:** Contractor’s Standard Commercial Warranty.

16. **EXPORT PACKING CHARGES:** Not Applicable

17. **TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE:** No Limit

18. **TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE):** Not Applicable

19. **TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE):** Not Applicable

20. **TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE):** Not Applicable

20a. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE):** Not Applicable

21. **LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE):** Not Applicable

22. **LIST OF PARTICIPATING DEALERS (IF APPLICABLE):** Not Applicable

23. **PREVENTIVE MAINTENANCE (IF APPLICABLE):** Not Applicable

24a. **SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants):** Not Applicable

24b. **Section 508 Compliance for Electronic and Information Technology (EIT):** Not Applicable

25. **DUNS NUMBER:** 828761911

26. **NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE:** Contractor has an Active Registration in the SAM database. Cage Code: 58UB8

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

<table>
<thead>
<tr>
<th>SIN(s)</th>
<th>Labor Category</th>
<th>Minimum Education</th>
<th>Minimum Experience</th>
<th>GSA Rate (including IFF)</th>
</tr>
</thead>
<tbody>
<tr>
<td>541611</td>
<td>Subject Matter Expert IV</td>
<td>Bachelors</td>
<td>8</td>
<td>$197.48</td>
</tr>
<tr>
<td>541611</td>
<td>Subject Matter</td>
<td>Bachelors</td>
<td>7</td>
<td>$191.56</td>
</tr>
</tbody>
</table>

**GSA Authorized Price List**
### BCCP Consulting LLC Job Descriptions

#### Subject Matter Expert Level IV
**Minimum Education:** Master’s degree (or Bachelor’s degree and 15 years experience)
**Minimum Experience:** 8 years
**Functional Responsibilities:** Commonly recognized in the industry as a leading expert in the ADP field directly related to the required area of expertise. Provides technical, managerial and administrative direction relative to problem definition and analysis and recommends alternative solutions to higher level client management for ultimate implementation. Possesses expertise in one or several areas to include but not limited to Software Development, Telecommunications, Systems Architecture, Networks, Information Security, Biometrics, PKI and Business Process Reengineering. Must be familiar with government and industry back office systems (to include ordering, billing, and inventory) that support the IT and Telecommunications technology services. Interfaces with company senior executives as well as senior government technical management and executive level personnel.

#### Subject Matter Expert Level III
**Minimum Education:** Bachelor’s degree
**Minimum Experience:** 7 years
**Functional Responsibilities:** Commonly recognized in the industry as a leading expert in the ADP field directly related to the required area of expertise. Provides technical, managerial and administrative direction relative to problem definition and analysis and recommends alternative solutions to higher level client management for ultimate implementation. Possesses expertise in one or several areas to include but not limited to Software Development, Telecommunications, Systems Architecture, Networks, Information Security, Biometrics, PKI and Business Process Reengineering.
Reengineering. Interfaces with company senior executives as well as senior government technical management and executive level personnel.

**Subject Matter Expert Level II**

**Minimum Education:** Bachelor’s degree  
**Minimum/General Experience:** 5 years  
**Functional Responsibility:** Responsible for large projects or a significant segment of a large complex project. Translates customer requirements into formal agreements and plans that culminate in customer acceptance of results while meeting business objectives. Works with customer to identify business requirements and develops the proposed solution. Subsequently leads a team in initiating, planning, controlling, executing, and closing tasks of a project or segment of a project to produce the delivered solution. Executes a wide range of process activities beginning with the initial technical response to an order through development, test and final delivery. Formulates partnerships between customer, suppliers, and staff. Anticipates potential project related problems. Uses refined techniques for identifying, eliminating, or mitigating solution, project, and business risks. Understands customer, industry, and business trends. Applies this understanding to meet project objectives. As appropriate, challenges the validity of given procedures and processes to enhance or improve them. Analyzes information and situations and implements actions, independently or through the management team, to ensure project objectives are met. Analyzes new and complex project related problems and creates innovative solutions involving finance, scheduling, technology, methodology, tools, and solution components.

**Subject Matter Expert Level I**

**Minimum Education:** Bachelor’s degree  
**Minimum/General Experience:** 4 years  
**Functional Responsibilities:**  
Provides technical knowledge and skill in using specialized applications in the areas specified in the order. Experienced in the operational environment and using high-level functional systems analysis, design, integration, documentation, and implementation methodologies on complex problems that require in depth knowledge of the subject matter for effective implementation. Participates as needed in all phases of engineering design and software development with emphasis on the planning, analysis, testing, integration, documentation and presentation phases. Applies principles, methods and knowledge of the functional area of expertise to specific order requirements and in the process uses advanced mathematical principles and methods to arrive at practical, innovative solutions. Designs and prepares technical reports, data bases, studies, and related documentation, makes charts and graphs to record results. Prepares and delivers presentations and briefings as required by the order. Has knowledge of security requirements for specialized information transfer applications and is skilled in preparing technical reports and providing other services required by the order.

**Consultant**

**Minimum Education:** Bachelor’s degree  
**Minimum/General Experience:** 15 years  
**Functional Responsibility:** Manages business operations and solves problems across multiple business systems. Supports highly complex contract modification negotiations with expert technical, operational and contractual advice. Manages systems engineering tasking including enterprise architecture development. Alternatively, solves highly complex telecommunications and Information Technology (IT) technical and business problems. Proficient with modeling and simulation. Provides strategic and financial planning advice. Certifications in either Project Management, Systems Engineering or Six Sigma is a plus.

**Project Manager – Senior**
Minimum Education: Bachelor's degree
Minimum/General Experience: 7 Years
Functional Responsibility: Responsible for all aspects of the development and implementation of assigned projects and provides a single point of contact for those projects. Takes projects from original concept through final implementation. Interfaces with all areas affected by the project including end users, computer services, and client services. Defines project scope and objectives. Develops detailed work plans, schedules, project estimates, resource plans, and status reports. Conducts project meetings and is responsible for project tracking and analysis with emphasis on Earned Value Management (EVM) reporting. Ensures adherence to quality standards and reviews project deliverables. Manages the integration of vendor tasks and tracks (using MS Project) and reviews vendor deliverables. Provides technical and analytical guidance to project team. Recommends and takes action to direct the analysis and solutions of problems. Certified Project Management Professional (PMP) a plus.

Project Manager – Senior Staff
Minimum Education: Bachelor's degree
Minimum/General Experience: 8 years
Functional Responsibility: Provides senior leadership for large projects or a significant segment of a large project. Translates customer requirements into formal agreements and plans that culminate in customer acceptance of results while meeting business objectives. Oversees the development of the proposed solution. Performs as the project lead in initiating, planning, controlling, executing, and closing tasks of a project or a segment of a project to produce an acceptable solution. Uses the concepts defined ANSI/PMI Standard 99-001-2008 to ensure project objectives are met. Analyzes new and complex project-related problems and creates innovative solutions to the customer’s requirements.

Project Manager – Junior
Minimum Education: Bachelor's degree
Minimum/General Experience: 3 years
Functional Responsibility: Provides leadership for small projects or a segment of a large project. Develop project plans applying estimating models, identify resources and skills required, document estimating assumptions, baseline, refine plans and manage performance against them to meet changing needs and requirements. Manage project scope by assessing requirements changes, determining and conveying impact on budget, time and risk. Manage expectations, anticipates operational and tactical risks and tracks them in project risk log for assigned work stream. Create and maintain Issues and Action items log for assigned work stream.

Project Manager – Mid Staff
Minimum Education: Bachelor's degree
Minimum/General Experience: 4 years
Functional Responsibility: Responsible for managing large but less complex projects, and providing management for a group of smaller projects. Tracks and controls scope of work, resource utilization, schedules, and work accomplishments; initiates corrective actions as required; maintains continuous contact with the client and resolves conflicts or elevates conflicts to officer/director level for resolution. Assists other senior project mangers, principles, or officers in the management of extremely large, multi-discipline projects.

Engineer Level IV
Minimum Education: Bachelor's degree
Minimum Experience: 8 years
Functional Responsibilities:
Recognized expert in the application of engineering principles and techniques in the design, development, analysis, integration, and testing of information systems. Reviews and analyzes information requirements and system specifications and evaluates system problems, proposing solutions to address complex technological problems. Supervises teams of engineers as they design system architectures, develop and integrate hardware/software information and communications systems to support client requirements and assure that present and future cross functional requirements are effectively integrated into solutions. Interfaces with senior client technical executives and performs other duties as assigned.

E-Business Engineer Staff
Minimum Education: Bachelor’s degree
Minimum Experience: 5 years
Functional Responsibilities: Designs, implements and maintains complex databases that includes maintenance of database dictionaries, overall monitoring of standards and procedures, and integration of systems through database design and works at the highest level of all phases of database.

Communications Analyst – Mid
Minimum Education: Bachelor’s Degree
Minimum Experience: 5 years
Functional Responsibilities: Assists in the planning, design, implementation, and operation of communications networks. Responsible primarily for the assessment and optimization of network design through review and assessment of user needs. Conducts feasibility studies for large projects, develops requests for proposals, evaluates contractor equipment, and makes recommendations on selection. May provide guidance and training to less experienced analysts.

Program Support Specialists Level IV
Minimum Education: Bachelor’s Degree
Minimum Experience: 3 years
Functional Responsibilities: Provides project support services for a broad range of activities to include but not limited to assisting Program Manager in supervision and review of project, configuration management, scheduling, training & development and preparation of training materials, technical writing/editing, graphics design, and maintenance/support in the area of web and multimedia technology. May supervise others and possibly function as a manager on small task orders and performs other duties as assigned.

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.