On-line 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: GSAAdvantage.gov.

**Multiple Award Schedule**

**FSC GROUP: Professional Services**

**CONTRACT # 47QRAA18D007W**

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov

**CONTRACT PERIOD:** Apr 10 2018 – April 9 2023

| CONTRACTOR: | JLAN Solutions LLC  
| 1050 Connecticut Avenue NW, Suite 500  
| Washington, D.C. 20036 |
| PHONE: | (202) 491-7036 |
| WEBSITE: | http://jlansolutions.com |
| CONTACT: | Ronnette Meyers  
| President  
| ronnette.meyers@jlansolutions.com |
| BUSINESS SIZE: | Small |
| CERTIFICATIONS: | Hubzone, EDWOSB, WOSB, SDB |

Price list current as of Modification PS-0008 Effective Feb 10th 2021
CUSTOMER INFORMATION

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

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

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

OFFERED PRICING

<table>
<thead>
<tr>
<th>POSITION</th>
<th>HOURLY RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Analyst I</td>
<td>$80.40</td>
</tr>
<tr>
<td>Analyst II</td>
<td>$95.48</td>
</tr>
<tr>
<td>Organizational Consultant I</td>
<td>$115.58</td>
</tr>
<tr>
<td>Organizational Consultant II</td>
<td>$135.68</td>
</tr>
<tr>
<td>Organizational Consultant III</td>
<td>$155.78</td>
</tr>
<tr>
<td>Project Manager</td>
<td>$95.48</td>
</tr>
<tr>
<td>Program Manager</td>
<td>$155.78</td>
</tr>
<tr>
<td>Technical Writer</td>
<td>$90.45</td>
</tr>
</tbody>
</table>

Service Contract Labor Standards: The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule (MAS) and all services provided. While no specific labor categories have been identified as being subject to SCLS/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 SCLS/SCA eligible labor categories. If and/or when the contractor adds SCLS/SCA labor categories to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS/SCA matrix identifying the GSA labor category titles, the occupational code, SCLS/SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.
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” for this item.

**LABOR CATEGORY DESCRIPTIONS**

**Labor Category Title: Analyst I**

Minimum Education: Bachelors Degree in related field

Minimum Experience: 5 Years of Related Experience

Functional Responsibilities: Possess knowledge of applying analytic methodologies and principles to address client’s needs. Supports analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conducts activities in support of project team’s objectives. Can perform more complex tasks under minimal supervision.

**Labor Category Title: Analyst II**

Minimum Education: Bachelors Degree in related field

Minimum Experience: 9 Years of Related Experience

Functional Responsibilities: Possess knowledge of applying analytic methodologies and principles to address client’s needs. Supports analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conducts activities in support of project team’s objectives. Can perform all tasks without supervision. Supervises junior personnel.

**Labor Category Title: Organizational Consultant I**

Minimum Education: Bachelors Degree in related field

Minimum Experience: 7 Years of related experience

Functional Responsibilities: Responsible for defining and developing business processes, policies, roles and responsibilities, and performance metrics. Conducts analysis of business processes: current state analysis, gap analysis, benchmarking, best practices identification, organizational assessment, and other related tasks. Takes project from original concept through final implementation. May coordinate with business and technology teams, ascertaining system requirements, such as program functions, output requirements, input data acquisition, and system techniques and controls. Plans and implements process improvements, including: future state design, change management, and transition planning. Conduct client interviews. may deliver presentations and training courses including measurement, analysis, improvement, and control. may perform cost and benefit analysis. Interfaces with all areas of project including customer, computer services, and client services. Works on moderately complex tasks where analysis of client's data requires an evaluation of various factors. Exercises independent judgment within broadly defined practices and policies in selecting methods, techniques and evaluation criteria for obtaining results. Generally works under the supervision of more senior consultants.
Labor Category Title: Organizational Consultant II

Minimum Education: Bachelors Degree in related field

Minimum Experience: 11 Years of related experience

Functional Responsibilities: Responsible for defining and developing business processes, policies, roles and responsibilities, and performance metrics. Conducts analysis of business processes: current state analysis, gap analysis, benchmarking, best practices identification, organizational assessment, and other related tasks. Takes project from original concept through final implementation. May coordinate with business and technology teams, ascertaining system requirements, such as program functions, output requirements, input data acquisition, and system techniques and controls. Plans and implements process improvements, including: future state design, change management, and transition planning. Conduct client interviews. May deliver presentations and training courses including measurement, analysis, improvement, and control. May perform cost and benefit analysis. Interfaces with all areas of project including customer, computer services, and client services. Works on moderately complex tasks where analysis of client's data requires an evaluation of various factors. Exercises independent judgment within broadly defined practices and policies in selecting methods, techniques and evaluation criteria for obtaining results. Can perform most tasks with minimal supervision.

Labor Category Title: Organizational Consultant III

Minimum Education: Bachelors Degree in related field

Minimum Experience: 15 Years of related experience

Functional Responsibilities: Responsible for defining and developing business processes, policies, roles and responsibilities, and performance metrics. Conducts analysis of business processes: current state analysis, gap analysis, benchmarking, best practices identification, organizational assessment, and other related tasks. Takes project from original concept through final implementation. May coordinate with business and technology teams, ascertaining system requirements, such as program functions, output requirements, input data acquisition, and system techniques and controls. Plans and implements process improvements, including: future state design, change management, and transition planning. Conduct client interviews. May deliver presentations and training courses including measurement, analysis, improvement, and control. May perform cost and benefit analysis. Interfaces with all areas of project including customer, computer services, and client services. Works on moderately complex tasks where analysis of client's data requires an evaluation of various factors. Exercises independent judgment within broadly defined practices and policies in selecting methods, techniques and evaluation criteria for obtaining results.
Labor Category Title:  Project Manager

Minimum Education:  Bachelors Degree in related field

Minimum Experience:  7 Years of related experience

Functional Responsibilities:  Performs day-to-day management of assigned delivery order projects that involve various teams of management professionals. Demonstrates proven skills in those technical areas addressed by the delivery order to be managed. Organizes, directs, and coordinates the planning and production of all activities associated with assigned delivery order projects. Demonstrates writing and oral communication skills.

Labor Category Title:  Program Manager

Minimum Education:  Bachelors Degree in related field

Minimum Experience:  11 Years of related experience

Functional Responsibilities:  Performs day-to-day management of a program consisting of multiple projects that involve teams of management professionals. Demonstrates proven skills in those technical areas addressed by the delivery order to be managed. Organizes, directs, and coordinates the planning and production of all activities associated with assigned delivery order projects. Demonstrates writing and oral communication skills.

Labor Category Title:  Technical Writer

Minimum Education: Bachelors Degree in Related Field

Minimum Experience:  5 Years of related experience

Functional Responsibilities: Prepares various types of publications by integrating original writing with inputs from technical and non-technical professionals. Analyzes industry standards and interprets client requirements for documentation. Researches and translates complex technical information, and rewrites it for clarity and readability. Proofreads and performs editorial reviews on all forms of technical documentation. Maintains version control over documents and supporting graphics. Designs and updates communications programs/plans in support of clients.

### SUBSTITUTION OF EDUCATION/EXPERIENCE

<table>
<thead>
<tr>
<th>DEGREE REQUIREMENT</th>
<th>SUBSTITUTION OF RELEVANT EXPERIENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASSOCIATES DEGREE</td>
<td>HS Diploma + 2 Additional Years</td>
</tr>
<tr>
<td>BACHELORS DEGREE</td>
<td>Associates Degree + 2 Additional Years</td>
</tr>
<tr>
<td>MASTERS DEGREE</td>
<td>Bachelors Degree + 2 Additional Years</td>
</tr>
<tr>
<td>PHD</td>
<td>Masters Degree + 2 Additional Years</td>
</tr>
</tbody>
</table>
2. Maximum Order: $1,000,000
3. Minimum Order: $100.00
4. Geographic Coverage (Delivery Area): Domestic
5. Point(s) of production: Same as company address
6. Discount from list prices: Government Net Prices (discounts already deducted)
7. Quantity Discounts: 1% discount for orders greater than or equal to $500,000
8. Prompt payment terms. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions. 1% Net 10, Net 30.
9. Foreign Items: None
10a. Time of delivery. (Contractor insert number of days.): Contact Contractor
10b. Expedited Delivery. Items available for expedited delivery are noted in this price list.: Contact Contractor
10c. Overnight and 2-day Delivery: Contact Contractor
10d. Urgent Requirements: Contact Contractor
11. F.O.B. Point(s): Destination
12a. Ordering Address: Contractor Address
12b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.
13. Payment address(es): Contractor Address
14. Warranty provision. Standard 1 Year 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). Contractor Address
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 on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor website or other location.) The EIT standards can he found at www.Section5O8.gov/. N/A

23. Data Universal Number System (DUNS) number: 964500180

24. Notification regarding registration in System for Award Management (SAM) database. Contractor registered and active in SAM