GENERAL SERVICES ADMINISTRATION

Federal Supply Service Authorized Federal Supply Schedule Price List

Price list current as of Modification #PS-A812 effective May 11, 2020

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: http://www.gsaadvantage.gov

SCHEDULE TITLE:

Multiple Award Schedule

Federal Supply Group: Professional Services and Information Technology

CONTRACT NUMBER:
47QRAA18D00AG

PERIOD COVERED BY CONTRACT:
June 12, 2018 - June 11, 2023

Ignyte Group, Inc.
1990 K Street NW, 5R
Washington, DC, 20006
(P) 202-425-3079
(F) (202) 900-3749
https://ignytegroup.com/

Contractor’s Administration Source:
Arman Shariati
202-425-3079
arman@ignytegroup.com
1a. Table of awarded new special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

<table>
<thead>
<tr>
<th>No</th>
<th>SIN</th>
<th>SIN TITLE</th>
<th>SIN DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>54151S</td>
<td>Information Technology Professional Services</td>
<td>IT Professional Services and/or labor categories for database planning and design; systems analysis, integration, and design; programming, conversion and implementation support; network services, data/records management, and testing. NOTE: Subject to Cooperative Purchasing.</td>
</tr>
<tr>
<td>2</td>
<td>541511</td>
<td>Web Based Marketing</td>
<td>Services include, but are not limited to writing, modifying, testing, and supporting software to meet the needs of a particular customer. This can include website design and maintenance services, search engine development, email marketing, interactive marketing, web based advertising (including marketing and social media outlets), webcasting, video conferencing via the web, section 508 compliance, including captioning services, online media management; and related activities to web based services. Media will be provided in a format that is compatible with the ordering agency's software requirements. Continual website updates and maintenance may also be required. NOTE: Any commissions received for media placement, conference planning, etc. will either (a) be returned to the ordering agency or (b) applied as a credit to the cost of the project, whichever the ordering agency prefers.</td>
</tr>
<tr>
<td></td>
<td>541611</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
<td>Provide operating advice and assistance on administrative and management issues. Examples include: strategic and organizational planning, business process improvement, acquisition and grants management support, facilitation, surveys, assessment and improvement of financial management systems, financial reporting and analysis, due diligence in validating an agency's portfolio of assets and related support services, strategic financial planning, financial policy formulation and development, special cost studies, actuarial services, economic and regulatory analysis, benchmarking and program metrics, and business program and project management. Inherently Governmental services as identified in FAR 7.503 or by the ordering agency are prohibited. It is the responsibility of the Contracting Officer placing the order to make this determination. Ordering activities must require prospective contractors to identify potential conflicts of interest and address those, prior to task order award. Personal services as defined in FAR 37.104 are prohibited.</td>
</tr>
<tr>
<td>4</td>
<td>541910</td>
<td>Marketing Research and Analysis</td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>--------</td>
<td>---------------------------------</td>
<td></td>
</tr>
</tbody>
</table>
|   |        | Services include customizing strategic marketing plans, branding initiatives, creating public awareness of products, services, and issues; targeting market identification and analysis, establishing measurable marketing objectives; determining market trends and conditions, identifying and implementing appropriate strategies, conducting focus groups, telemarketing, individual interviews, preparing/distributing surveys, and compiling/analyzing results, establishing call centers (in relation to services provided under this schedule).

NOTE: Any commissions received for media placement, conference planning, etc. will either (a) be returned to the ordering agency or (b) applied as a credit to the cost of the project, whichever the ordering agency prefers. |
Order-Level Materials (OLM)

OLMs are supplies and/or services acquired in direct support of an individual task or delivery order placed against a Schedule contract or BPA. OLM pricing is not established at the Schedule contract or BPA level, but at the order level. Since OLMs are identified and acquired at the order level, the ordering contracting officer (OCO) is responsible for making a fair and reasonable price determination for all OLMs.

OLMs are procured under a special ordering procedure that simplifies the process for acquiring supplies and services necessary to support individual task or delivery orders placed against a Schedule contract or BPA. Using this new procedure, ancillary supplies and services not known at the time of the Schedule award may be included and priced at the order level.

OLM SIN-Level Requirements/Ordering Instructions:

OLMs are:
- Purchased under the authority of the FSS Program
- Unknown until an order is placed
- Defined and priced at the ordering activity level in accordance with GSAR clause 552.238-115 Special Ordering Procedures for the Acquisition of Order-Level Materials. (Price analysis for OLMs is not conducted when awarding the FSS contract or FSS BPA; therefore, GSAR 538.270 and 538.271 do not apply to OLMs)
- Only authorized for use in direct support of another awarded SIN.
- Only authorized for inclusion at the order level under a Time-and-Materials (T&M) or Labor-Hour (LH) Contract Line Item Number (CLIN)
- Subject to a Not To Exceed (NTE) ceiling price

OLMs are not:
- "Open Market Items."
- Items awarded under ancillary supplies/services or other direct cost (ODC) SINs (these items are defined, priced, and awarded at the order level under a Schedule contract or BPA)
1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract.

See attached Proposed Pricelist.

2. Maximum order.

$1,000,000

3. Minimum order.

$100.00

4. Geographic coverage (delivery area).

48 Contiguous States including Washington, DC, Alaska, Hawaii, and Puerto Rico

5. Point(s) of production:

1990 K Street NW, N0. 5R, Washington, DC, 20006

6. Discount from list prices or statement of net price. Net

GSA pricing is listed in the attached pricing table

7. Quantity discounts. None


9. Foreign items (list items by country of origin). NOT APPLICABLE

10a. Time of delivery.

Determined at the Task Order Level. Contact Contractor.

10b. Expedited Delivery.

Determined at the Task Order Level. Contact Contractor.

10c. Overnight and 2-day delivery.

Determined at the Task Order Level. Contact Contractor.

10d. Urgent Requirements.

Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery
11. F.O.B. point.

   Destination

12a. Ordering address.

   Ignyte Group, Inc.
   1990 K Street NW, No. 5R, Washington, DC, 20006  (P) 202-425-3079 (F) (202) 900-3749

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.

   Ignyte Group, Inc.
   1990 K Street NW, 5R, Washington, DC, 20006  (P) 202-425-3079 (F) (202) 900-3749

14. Warranty provision.

   **NOT APPLICABLE**

15. Export packing charges, if applicable.

   **NOT APPLICABLE**

16. Terms and conditions of rental, maintenance, and repair (if applicable).

   **NOT APPLICABLE**

17. Terms and conditions of installation (if applicable).

   **NOT APPLICABLE**

18. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable).

   **NOT APPLICABLE**

18a. Terms and conditions for any other services (if applicable).

   **NOT APPLICABLE**

19. List of service and distribution points (if applicable).

   **NOT APPLICABLE**

20. List of participating dealers (if applicable).

   **NOT APPLICABLE**

21. Preventive maintenance (if applicable).

   **NOT APPLICABLE**
22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).

**NOT APPLICABLE**

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’s website or other location.) The EIT standards can be found at: www.Section508.gov/.

Contract Contractor

23. Data Universal Number System (DUNS) number:

**080041032**

24. Notification regarding registration in System for Award Management (SAM) database:

**Active**

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**GSA LABOR CATEGORIES AND RATES**

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

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Contractor or Customer</th>
<th>Facility or Both</th>
<th>Base Period</th>
<th>Net GSA Rates Year One 2018-2019 June 12-June 11</th>
<th>Net GSA Rates Year Two 2019-2020 June 12-June 11</th>
<th>Net GSA Rates Year Three 2020-2021 June 12-June 11</th>
<th>Net GSA Rates Year Four 2021-2022 June 12-June 11</th>
<th>Net GSA Rates Year Five 2022-2023 June 12-June 11</th>
</tr>
</thead>
<tbody>
<tr>
<td>System Analyst</td>
<td>Both</td>
<td>Both</td>
<td></td>
<td>$82.26</td>
<td>$83.90</td>
<td>$85.58</td>
<td>$87.29</td>
<td>$89.04</td>
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<tr>
<td>System Analyst II</td>
<td>Both</td>
<td>Both</td>
<td></td>
<td>$113.56</td>
<td>$115.83</td>
<td>$118.15</td>
<td>$120.51</td>
<td>$122.92</td>
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<tr>
<td>Business Analyst II</td>
<td>Both</td>
<td>Both</td>
<td></td>
<td>$124.69</td>
<td>$127.18</td>
<td>$129.72</td>
<td>$132.32</td>
<td>$134.96</td>
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<tr>
<td>Functional Analyst II</td>
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<td>Both</td>
<td></td>
<td>$92.86</td>
<td>$94.71</td>
<td>$96.61</td>
<td>$98.54</td>
<td>$100.51</td>
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<tr>
<td>Systems Engineer</td>
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<td>Both</td>
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<td>$109.72</td>
<td>$111.92</td>
<td>$114.16</td>
<td>$116.44</td>
<td>$118.77</td>
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<tr>
<td>IT Management Consultant</td>
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<td>Both</td>
<td></td>
<td>$119.70</td>
<td>$122.09</td>
<td>$124.53</td>
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<tr>
<td>Project Manager</td>
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<td>$130.76</td>
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<tr>
<td>IT Consultant</td>
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<td>$106.73</td>
<td>$108.87</td>
<td>$111.04</td>
<td>$113.26</td>
<td>$115.53</td>
</tr>
</tbody>
</table>
Service Contract Labor Standards: The Service Contract Labor Standards (SCLS) is applicable to this contract as it applies to the entire Multiple Award Schedule and all services provided. While no specific labor categories have been identified as being subject to SCLS 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 eligible labor categories. If and/or when the contractor adds SCLS labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

LABOR CATEGORY DESCRIPTIONS

Labor Category Title: System Analyst

Minimum Education/ Certification Level: Bachelors

Minimum Years of Experience: 1

Functional Responsibilities: Develops/implements user requirements as defined by the client. Conducts technical analysis of automated and non-automated data management systems; identifies required improvements in the timeliness, accuracy and/or integrity of data management methods and tools. Recommends the appropriate technical solutions based upon the processes in place, industry knowledge, technology available in the marketplace, and overall customer requirements.

<table>
<thead>
<tr>
<th>Program Manager</th>
<th>Both</th>
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<th>$163.72</th>
<th>$167.00</th>
<th>$170.34</th>
<th>$173.75</th>
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<tbody>
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<td>Senior Management Consultant</td>
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<td>$156.68</td>
<td>$159.82</td>
<td>$163.01</td>
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<tr>
<td>Marketing Analyst</td>
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<td>$115.53</td>
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<tr>
<td>Program Management Analyst</td>
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<td>$88.54</td>
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<td>Training Specialist</td>
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<td>$109.72</td>
<td>$111.92</td>
<td>$114.16</td>
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<td>$118.77</td>
</tr>
<tr>
<td>Management Consultant</td>
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<td>$130.23</td>
<td>$132.84</td>
<td>$135.49</td>
<td>$138.20</td>
</tr>
<tr>
<td>Organizational Change Management</td>
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<td>$114.97</td>
<td>$117.27</td>
<td>$119.61</td>
<td>$122.01</td>
</tr>
<tr>
<td>Senior Consultant</td>
<td>Both</td>
<td>$124.69</td>
<td>$127.18</td>
<td>$129.72</td>
<td>$132.32</td>
<td>$134.96</td>
</tr>
</tbody>
</table>
**Labor Category Title:** System Analyst II

**Minimum Education/ Certification Level:** Bachelors

**Minimum Years of Experience:** 3

**Functional Responsibilities:** Formulates and defines system scope and objectives for assigned projects. Prepares detailed specifications for programs. Responsible for program design, coding, testing, debugging and documentation. Has technical knowledge and responsibility of all phases of applications systems analysis and programming. Understands the business or function for which application is designed. Duties also include instructing, directing and checking the work of other systems analysts and programming personnel.

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**Labor Category Title:** Business Analyst II

**Minimum Education/ Certification Level:** Bachelors

**Minimum Years of Experience:** 5

**Functional Responsibilities:** Provide business process analysis, system analysis and data analysis. Performs data collection and data reduction/consolidation requirements and other task as required. Responsible for analyzing the business needs of their clients and stakeholders to help identify business problems and propose solutions. Involved in entire Software Development Life Cycle (primarily in the Initiation, Scoping, Planning, Requirements Analysis, Functional Design, Testing, Training and Implementation phases). Elicit, analyze, validate and document user, functional and nonfunctional requirements, business rules, and business process models. Perform gap analysis by documenting current and future state processes of the recruiting models. Assist team members with data profiling and mapping. Facilitate and monitor the development of Quality Control (QC) and User Acceptance (UA) test plans, test cases and related activities, validating and certifying that the delivered solution meets the needs of the business as documented in the user requirements. Develop reasonable time estimates for project team tasks, and complete assigned tasks in a timely manner with a high level of quality.

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**Labor Category Title:** Functional Analyst II

**Minimum Education/ Certification Level:** Bachelors

**Minimum Years of Experience:** 5

**Functional Responsibilities:** Applies knowledge to high level analysis, collection, assessment, design, development, modeling, simulation, integration, installation, documentation, and implementation. Participates in or carries out Joint Application Design (JAD) operations with
general direction, aggregates intimate/incumbent business knowledge to develop business driven requirements. Resolves problems, which require an intermediate knowledge of the related technical subject matter. Applies principles and methods of the subject matter to specialized solutions. Advises and manages alternative approaches, conducts Fit/Gap analysis and provides potential resolutions.

**Labor Category Title:** Systems Engineer

**Minimum Education/ Certification Level:** Bachelors

**Minimum Years of Experience:** 3

**Functional Responsibilities:** Performs a variety of systems engineering tasks and activities that are expansive in nature and are concerned with major systems design, integration, and implementation, including personnel, hardware, software, budgetary, and support facilities and/or equipment. Provides quality assurance review and the evaluation of new and existing software products.

**Labor Category Title:** IT Management Consultant

**Minimum Education/ Certification Level:** Bachelors

**Minimum Years of Experience:** 5

**Functional Responsibilities:** Responsible for the coordination and completion of projects. Oversees all aspects of projects. Sets deadlines, assigns responsibilities, and monitors and summarizes progress of project. Prepares reports for upper management and executives regarding status of projects. Familiar with a variety of the field concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Leads and directs the work of others. Reports to a program or project manager. Familiar with Acquisition and IT Investment Management, Requirements development/documentation, SDLC experience managing large IT initiatives with Federal Civilian Agencies.

**Labor Category Title:** Project Manager

**Minimum Education/ Certification Level:** Bachelors

**Minimum Years of Experience:** 6

**Functional Responsibilities:** Provides day-to-day management of the full scope of IT task orders. Working with the Program Manager, ensures all activities are identified, resourced and scheduled to achieve task order and project objectives. Manages all facets of projects according to accepted industry practices and standards. Ensures projects are integrated across the enterprise by developing organized, collaborative with business users and clients. Leads project team for
the duration of a project. Assists the Program Manager in working with and communicating directly with agency project managers and personnel.

**Labor Category Title:** IT Consultant

**Minimum Education/Certification Level:** Bachelors

**Minimum Years of Experience:** 6

**Functional Responsibilities:** Uses specific or institutional experience to serve as an expert in information technology for medium to large projects. Provides technical consulting services in a highly-specialized area to include experience with information system analysis, design, integration, documentation and implementation advice. Applies principles, methods, and knowledge of specialized areas of expertise to task order requirements. Conducts or evaluates research performed as part of or outside the project. Develops performance measures, metrics, program audits, and evaluations for the client as required.

**Labor Category Title:** Program Manager

**Minimum Education/Certification Level:** Bachelors

**Minimum Years of Experience:** 10

**Functional Responsibilities:** Oversees all services provided to client. Manages program operations involving multiple projects or task orders; organizes, directs, and coordinates planning and execution of all program support activities. Monitors overall contract performance and communicating directly with the client. Manages resources, cost, schedule, and quality of multiple projects, and ensures contractual obligations are met. Provides guidance and direction to subordinates; assigns, schedules, and reviews their work; and communicates policies and goals of the organization to them.

**Labor Category Title:** Senior Management Consultant

**Minimum Education/Certification Level:** Bachelors

**Minimum Years of Experience:** 8

**Functional Responsibilities:** Responsible for the coordination and completion of projects. Oversees all aspects of projects. Sets deadlines, assigns responsibilities, and monitors and summarizes progress of project. Maintains project documentation repository. Prepares reports for upper management regarding status of project. Familiar with a variety of the field concepts,
practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Leads and directs the work of others. Reports to a program or project manager. Also familiar with Acquisition and IT Investment Management, CPIC, Requirements development/documentation, SDLC experience managing large IT initiatives with Federal Civilian Agencies.

**Labor Category Title:** Marketing Analyst

**Minimum Education/ Certification Level:** Bachelors

**Minimum Years of Experience:** 3

**Functional Responsibilities:** Market Analyst performs research and gather data to help an organization market its products or services both internally and externally. They gather data on key topics such as citizens, preferences, needs, and key demographic drivers. They help the organization to develop the overarching strategy for the rollout of the new product or services by developing videos, conducting market research, and data analysis.

**Labor Category Title:** Program Management Analyst

**Minimum Education/ Certification Level:** Bachelors

**Minimum Years of Experience:** 2

**Functional Responsibilities:** Program Management Analyst plays provides day to day operational support to the program manager and the organization. As both analyst and manager, PM Analyst works with the project and program leadership team to develop strategic communication materials for the leadership. Additionally, the PM analyst supports the day to day management of the tasks by working side by side with team leads to capture critical project reporting efforts like budgetary, risks, issues, accomplishments, and milestones.

**Labor Category Title:** Training Specialist

**Minimum Education/ Certification Level:** Bachelors

**Minimum Years of Experience:** 5

**Functional Responsibilities:** Training Specialist leads all aspect of training from planning, execution, and rollout. The responsibilities include identifying the training needs by evaluating the strengths and weaknesses with the current training environment. Ability to translate requirements into different training models (formal, direct and indirect). Experience with developing the training documentations include training strategy, manuals, classroom handouts and exercise materials. Ability to track and monitor the effectiveness of training courses by conducting user surveys and metrics collection.
**Labor Category Title:** Management Consultant

**Minimum Education/ Certification Level:** Bachelors

**Minimum Years of Experience:** 7

**Functional Responsibilities:** Responsible for providing strategic and advisory support by applying techniques such as data analysis, benchmarking, balance scorecard, and Six Sigma framework. Work with business and technical community to capture, research and analyze data on current day strategic challenges and establish recommendations that identifies short and long term improvement activities.

**Labor Category Title:** Organizational Change Management

**Minimum Education/ Certification Level:** Bachelors

**Minimum Years of Experience:** 5

**Functional Responsibilities:** Conducts stakeholder analysis to identify impacted groups and program champions. Recommends overarching program to facilitate adoption and reduce resistance of organizational change (e.g. corporate reorganization, new technology, organizational staff transition). Develops outreach materials tailored to various stakeholder groups to communicate change. Tracks progress of change adoption through identified success metrics and criteria.

**Labor Category Title:** Senior Consultant

**Minimum Education/ Certification Level:** Bachelors

**Minimum Years of Experience:** 7

**Functional Responsibilities:** Advise and support IT strategic initiatives by collaborating across multi-dimension team by developing rollout strategy, IT transformation plan, fit-gap analysis, and cost-benefit analysis. Additionally, analyze complex issues and conduct quantitative analyses to determine the feasibility of operational and investment decisions. Support the project management team by defining program scope, planning, executing of strategic initiatives.