GENERAL SERVICES ADMINISTRATION
Federal Supply Service Authorized Federal Supply Schedule Price List
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.

THE MULTIPLE AWARD SCHEDULE
Federal Supply Group: Professional Services
IJIS Institute
20110 Ashbrook Place, Suite 150
Ashburn, VA 20147
www.ijis.org

Contract Number: 47QRAA19D003Z

Authorized Negotiator: Ashwini Jarral

Contact Information:
Email- Ashwini.jarral@ijis.org
Tel- 703.726.1902
Fax- 703.726.3557

Contract Period: 02/04/2019 and ends 02/03/2024

Price list current as of Modification #PS-A812 effective 2/05/2020.
For more information on ordering from Federal Supply Schedule click on the FSS Schedules button at fss.gsa.gov

Business size- Other than small, Non-Profit

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As an experienced government contractor, we have helped our customers solve national information sharing and technology challenges through innovation and expertise. We have a strong history of bringing communities together, building trust to align market needs and requirements with technical innovation supporting the goal of shepherding progress through thoughtful change.

CORE SERVICES AND CAPABILITIES

- Advisory, program, and project management services in developing solutions for information sharing and technology integration challenges that engage government and industry.
- Information sharing standards expertise, including help desk and knowledgebase operations.
- Springboard Certification program that evaluates and certifies proper implementations of standards-based information sharing across the national justice, public safety and homeland security communities.
- Technology assistance and training services.

ABOUT THE IJIS INSTITUTE

- We engage public and private sector representatives to address the accelerating rate of technological change—everything digital, connected, and mobile.
- We collaborate to overcome the challenges across the public safety enterprise—to lead the next generation emergency communications technology strategy.
- We work on multiple fronts for enabling public policies that can drive a national approach to smart, safe, secure, and healthy communities.
- We identify areas where new technology can be applied to meet specific public safety needs to ensure the safety of first responders and enable connectivity and situational awareness.
- We enable high-priority standards activities that can be coordinated across organizations to develop consensus on private sector standards activities with responsible agencies.
CUSTOMER INFORMATION:

GSA Schedule – MAS 541611
Customer Name – Integrated Justice Information Systems, Institute (IJIS Institute)
GSA Contract Number - 47QRAA19D003Z
Contract Period – 02/04/2019 through 02/03/2024
Customer Address – 20110 Ashbrook Place, Suite 150, Ashburn, VA 20147
Customer Email – Pamela.thomas@ijis.org
Customer Phone – (703) 726-8553
Customer Website – www.ijis.org

1a. Awarded Special Item Numbers (SIN): 541611
    Order-Level Materials (SIN): OLM

1b. Lowest Price Service Labor Category: Consultant - $83.82

1c. Hourly Rates – See attached price list on page

2. Maximum order: $1,000,000

3. Minimum order: $100.00

4. Geographic coverage: Domestic only—All 50 States and all territories of the United States of America

5. Point of production: US

6. Discount from list prices or statement of net price: Net prices are shown in the price list

7. Quantity Discounts: Not Offered

8. Prompt Payment Terms: Net 30

9a. Government purchase cards are accepted at or below the micro-purchase
threshold.

9b. Government purchase cards are accepted above the micro-purchase threshold.

10. Foreign items: Not Applicable

11a. Time of delivery: Will adhere to delivery schedule as specified by the purchase order

11b. Expedited Delivery: Contact Contractor for time of delivery.

11c. Overnight and 2-day delivery: Not Applicable

11d. Urgent Requirements: Not Applicable

12. F.O.B. point(s): Destination

13a. Ordering address:
   20110 ASHBROOK PL STE 150
   ASHBURN, VA 20147-5069

13b. 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.

14. 20110 ASHBROOK PL STE 150
   ASHBURN, VA 20147-5069

15. Warranty provision: Not Applicable


17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): Government purchase cards will be accepted above the micro-purchase level.
18. Terms and conditions of rental, maintenance, and repair: Not applicable.

19. Terms and conditions of installation: Not applicable.

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: Not Applicable

20a. Terms and conditions for any other services: Not Applicable

21. List of service and distribution points: Not Applicable

22. List of participating dealers: Not Applicable

23. Preventive maintenance: Not Applicable

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): Not Applicable

24b. 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/: Not Applicable

25. Data Universal Number System (DUNS) number: 137106402

26. Notification regarding registration in System for Award Management (SAM) database. Integrated Justice Information Systems Institute, Inc. is registered in SAM; CAGE Code is 4R9U3
DESCRIPTION OF PROFESSIONAL SERVICES AND PRICING

MAS SIN: 541611 - Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services - Includes resources and facilities management, database planning and design, systems analysis and design, network services, programming, conversion and implementation support, network services project management, data/records management, and other services relevant to 29CFR541.400.

Consultant:
Serves as the initial point of contact to resolve problems of users, coordinates with other specialists to provide guidance and find solutions. Writes or revises user training manuals and procedures; develops training materials; and trains users on-site or in classroom. Strategic Planning, Coordination, Reporting.

Education and Experience
Bachelor’s Degree and a minimum of 4 years of experience
* These are minimum requirements, staff that exceed these education and experience requirements may be aligned to the labor categories at IJIS’s discretion.

Writer:
Develops and applies techniques in the investigation and solution of complex concept, planning, design, or implementation problems. Advisor for designing and implementing systems involving information sharing technologies and methodologies. Analyzes user needs to determine functional requirements as they apply to solutions. Works with practitioners and industry to incorporate the functional requirements into new or existing systems. May remain involved through the system design and implementation.

Education and Experience
Bachelor’s Degree and a minimum of 4 years of experience
* These are minimum requirements, staff that exceed these education and experience requirements may be aligned to the labor categories at IJIS’s discretion.

Training:
Performs research and writes a variety of technical copy for professional documents, including program reports and procedures, documentation, training materials, including analysis and compilation of diverse policy, technical, statistical, demographic, and financial information. Participates on documentation production teams.

Education and Experience
Bachelor’s Degree and a minimum of 4 years of experience. * These are minimum requirements, staff that exceed these education and experience requirements may be aligned to the labor categories at IJIS’s discretion.
Communications:
Accountable for managing the functional areas of communications and external relations, and for
supporting programs and implement a comprehensive communications plan. Lead in the development
and strengthening of communication processes and tools including collaboration and implementation of
the digital strategy, and analysis to inform strategic communications. Provide support and strategic
guidance on of all communications, ensure that all communications material is of the highest standards.
Develop, cultivate and manage relationships with strategic partners ensuring that there is an efficient flow
of information and communication up and down the chain of activities. Support the development of
objectives, plans and strategies for key policy engagement activities.

Education and Experience
Bachelor’s Degree and a minimum of 8 years of experience. * These are minimum requirements, staff that
exceed these ed. and exp. requirements may be aligned to the labor categories at IJIS’s discretion.

Project Manager I:
Performs day-to-day management of projects, from original concept through final implementation.
Utilizes proven skills to analyze new and complex project related problems and create innovative solutions
involving scheduling, technology, methodology, tools, and solution components. Organizes, directs, and
coordinates the planning of assigned projects. Defines project scope and objectives including developing
work plans, scheduling, project estimates, resource plans, status reports, and project and financial
tracking. Conducts project meetings, evaluating execution and monitoring / ensuring quality standards.
Provides technical and strategic guidance to project team and reviews project deliverables.

Education and Experience
Bachelor’s Degree and a minimum of 4 years of experience. * These are minimum requirements, staff that
exceed these ed. and exp. requirements may be aligned to the labor categories at IJIS’s discretion.

Project Manager II:
Performs day-to-day management of projects, from original concept through final implementation.
Utilizes proven skills to analyze new and complex project related problems and create innovative solutions
involving scheduling, technology, methodology, tools, and solution components. Organizes, directs, and
coordinates the planning of assigned projects. Defines project scope and objectives including developing
work plans, scheduling, project estimates, resource plans, status reports, and project and financial
tracking. Conducts project meetings, evaluating execution and monitoring / ensuring quality standards.
Provides technical and strategic guidance to project team and reviews project deliverables.

Education and Experience
Bachelor’s Degree and a minimum of 6 years of experience. * These are minimum requirements, staff that
exceed these education and experience requirements may be aligned to the labor categories at IJIS’s
discretion.
Project Manager III:
Performs day-to-day management of projects, from original concept through final implementation. Utilizes proven skills to analyze new and complex project related problems and create innovative solutions involving scheduling, technology, methodology, tools, and solution components. Organizes, directs, and coordinates the planning of assigned projects. Defines project scope and objectives including developing work plans, scheduling, project estimates, resource plans, status reports, and project and financial tracking. Conducts project meetings, evaluating execution and monitoring / ensuring quality standards. Provides technical and strategic guidance to project team and reviews project deliverables.

Education and Experience
Bachelor’s Degree and a minimum of 8 years of experience
* These are minimum requirements, staff that exceed these education and experience requirements may be aligned to the labor categories at IJIS’s discretion.

Program Manager I:
Leads management of multiple projects, from original concept through final implementation. Utilizes proven skills to analyze new and complex project related problems and create innovative solutions involving scheduling, technology, methodology, tools, and solution components. Manages assigned projects scope and objectives including work plans, schedules, project estimates, resource plans, status reports, and project and financial tracking. Oversees project meetings and ensures quality standards. Provides technical and strategic guidance to project teams and reviews project deliverables. In general, work complexity and responsibility will be greater at higher levels.

Education and Experience
Bachelor’s Degree and a minimum of 8 years of experience
* These are minimum requirements, staff that exceed these education and experience requirements may be aligned to the labor categories at IJIS’s discretion.

Program Manager II:
Manages support operations for complex, mission-critical, and strategic programs which may involve multiple projects. Utilizes proven leadership skills to organize, direct, and deploy resources with broad technical, business, and industry expertise. Oversees program budget, schedules and all aspect of financial management of the program. Effectively manages funds, personnel, resources and ensures quality and timely delivery of all contractual items. Serves as focal point of contract with client regarding all program activities. In general, work complexity and responsibility will be greater at higher levels.

Education and Experience
Bachelor’s Degree and a minimum of 10 years of experience *These are minimum requirements, staff that exceed these ed. and exp. requirements may be aligned to the labor categories at IJIS’s discretion.
Program Manager III:
Manages support operations for complex, mission-critical, and strategic programs which may involve multiple projects. Utilizes proven leadership skills to organize, direct, and deploy resources with broad technical, business, and industry expertise. Oversees program budget, schedules and all aspect of financial management of the program. Effectively manages funds, personnel, resources and ensures quality and timely delivery of all contractual items. Serves as focal point of contract with client regarding all program activities. In general, work complexity and responsibility will be greater at higher levels.

Education and Experience
Bachelor's Degree and a minimum of 12 years of experience * These are minimum requirements, staff that exceed these ed. and exp. requirements may be aligned to the labor categories at IJIS’s discretion.

Business Architect:
Plans and performs research, design development, and other assignments in conformance with system and network design, engineering, and customer specifications. Provides assistance and performs general technical tasks for systems integration. Performs general technical support in one or more specific areas of research associated with information interoperability or integration. Considered a Subject Matter Expert (SME) authority in one or more specific areas, topics and/or domain of system design and standardization. Responsible for highly complex technical projects. Independently performs a variety of system design and tasks which are broad in nature and are concerned with design and implementation of systems development and integration, including supporting personnel, hardware, software, and testing and conformance.

Education and Experience
Bachelor’s Degree and a minimum of 10 years of experience. * These are minimum requirements, staff that exceed these ed. and exp. requirements may be aligned to the labor categories at IJIS’s discretion.

Subject Matter Expert- Business:
Utilizes subject matter area expertise gained through direct industry experience to provide technical, operational direction for problem definition, analysis, requirements development and implementation for complex systems in the subject matter area. Guides the determination deficiencies that affect the functional area’s ability to support/meet mission goals. Participates in strategy sessions, strategic assessments, and design reviews to validate approach. Provides guidance and direction in a consulting and/or advisory capacity; coordinates resolution of complex problems and tasks. Makes recommendations and advises on improvements, optimization or maintenance efforts. Recognized for authority and strong expertise in industry issues and trends. In general, work complexity and responsibility will be greater at higher levels.

Education and Experience
Bachelor’s Degree and a minimum of 12 years of experience. * These are minimum requirements, staff that exceed these ed. and exp. requirements may be aligned to the labor categories at IJIS’s discretion.

**Subject Matter Expert- Mission:**
Provides mission-unique functional expertise and in-depth knowledge necessary to interpret requirements, ensure responsiveness and achieve successful performance in a mission or operational area. Participates in all phases of the project lifecycle, as needed, and advises with the extensive knowledge needed from the specialist for effective implementation. This labor category is designed operational functional expertise required to support a task. This labor category is offered only in conjunction with other labor categories. In general, work complexity and responsibility will be greater at higher levels.

**Education and Experience**
Bachelor's Degree and a minimum of 12 years of experience
* These are minimum requirements, staff that exceed these education and experience requirements may be aligned to the labor categories at IJIS’s discretion.

**Executive Director:**
Provides broad technical leadership to a wide range of work programs; responsible for providing significant contributions to the most difficult and challenging projects and activities. Principal technical spokesperson outreach on capabilities and future efforts. Independently prepares and presents a variety of technical information and contributes to the development of innovative principles and ideas. Provides guidance, strategic planning and direction in resolving the most complex program management and organizational problems.
Represents the organization to key clients on critical issues. May integrate client objectives to influence direction, schedule, outcomes, budget, and quality of one or more work programs. Acts as peer advisor and is recognized as an industry expert and technical opinion leader both internally and externally.

**Education and Experience**
Master's Degree and a minimum of 12 years of experience
* These are minimum requirements, staff that exceed these education and experience requirements may be aligned to the labor categories at IJIS’s discretion
AWARDED GSA RATES

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<tr>
<th>MAS SIN</th>
<th>Services</th>
<th>Unit of Issue</th>
<th>GSA Price</th>
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<td>Consultant</td>
<td>hour</td>
<td>$ 83.82</td>
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<td>Writer</td>
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<td>Project Manager I</td>
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<td>Project Manager II</td>
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<td>Executive Director</td>
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