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.

For more information on ordering from Federal Supply Schedules go to http://www.fss.gsa.gov

**CONTRACT NUMBER:**
47QRAA19D006N

**CONTRACT NEGOTIATOR:**
Simon Yung
Phone: 703-568-8757
Email: simon.yung@techpride.com

**CONTRACT PERIOD:**
April 03, 2019 – April 02, 2024

**CONTRACTOR:**
TechPride, Inc.
1750 Kraft Drive, Suite 1504
Blacksburg, VA 24060

Website: http://www.techpride.com
Phone: 540-443-9246
Fax: 540-227-6463

**Business Size:** Small business, Women Owned (WOSB), SBA Certified
HUBZone Firm
CUSTOMER INFORMATION

1a. Table of Awarded Special Item Number(s):

<table>
<thead>
<tr>
<th>SINs</th>
<th>SIN Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>541611</td>
<td>Administrative Management and General Management Consulting Services</td>
</tr>
<tr>
<td>OLM</td>
<td>Order-Level Materials (OLM’s)</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: See Page 3 for Authorized Pricelist.

1c. Descriptions of all corresponding commercial job titles, experience, functional responsibility, and education: See Page 4 for GSA Labor Category Descriptions.

2. Maximum order: $1,000,000.00

3. Minimum order: $100.00

4. Geographic coverage (delivery area): Domestic

5. Point(s) of production (city, county, and State or foreign country): Same as company address

6. Discount from list prices or statement of net price: Government Net Prices are shown on the attached Pricelist. Negotiated discount has been applied and the Industrial Finding Fee (FEE) has been added.

7. Quantity discounts: Additional two percent (2%) for orders over the SAT. Additional three percent (3%) to contracts between $250,000.00 and $500,000.00. Additional five percent (5%) for task orders totaling $500,000.00 or greater.

8. Prompt payment terms: 0% - Net 30 days from receipt of invoice or date of acceptance, whichever is later

9. Foreign items (list items by country of origin): Not Applicable

10a. Time of delivery (Contractor insert number of days): To be determined at the Task Order level

10b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor

10c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor

10d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to affect a faster delivery: Contact Contractor
11. **F.O.B points(s):** Destination

12a. **Ordering address(es):**

<table>
<thead>
<tr>
<th>Ordering and Payment Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>TechPride, Inc.</td>
</tr>
<tr>
<td>1750 Kraft Drive, Suite 1504</td>
</tr>
<tr>
<td>Blacksburg, VA 24060</td>
</tr>
<tr>
<td><strong>Ordering:</strong> <a href="mailto:contracts@techpride.com">contracts@techpride.com</a></td>
</tr>
<tr>
<td><strong>Payment:</strong> <a href="mailto:accounting@techpride.com">accounting@techpride.com</a></td>
</tr>
<tr>
<td><strong>Ordering Phone Number:</strong> 540-443-9246</td>
</tr>
</tbody>
</table>

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):** Same as Ordering Address

14. **Warranty provision:** Contractor’s standard commercial warranty.

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

18a. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** Not Applicable

18b. **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/

25. **Data Universal Numbering System (DUNS) number:** 022542512

26. **Notification regarding registration in System for Award Management (SAM) database:** Contractor registered and active in SAM.
## Authorized Pricelist

**Schedule Pricelist for SIN 541611**

<table>
<thead>
<tr>
<th>Labor Category Name</th>
<th>GSA Price *</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Analyst 1</td>
<td>$80.14</td>
</tr>
<tr>
<td>Project Analyst 2</td>
<td>$82.24</td>
</tr>
<tr>
<td>Assistant Project Manager 1</td>
<td>$85.03</td>
</tr>
<tr>
<td>Assistant Project Manager 2</td>
<td>$91.87</td>
</tr>
<tr>
<td>Junior Functional Analyst</td>
<td>$90.72</td>
</tr>
<tr>
<td>Junior Functional Analyst 2</td>
<td>$92.97</td>
</tr>
<tr>
<td>Project Manager</td>
<td>$109.46</td>
</tr>
<tr>
<td>Project Manager 2</td>
<td>$119.23</td>
</tr>
<tr>
<td>Consultant 1</td>
<td>$126.08</td>
</tr>
<tr>
<td>Consultant 2</td>
<td>$130.96</td>
</tr>
<tr>
<td>Consultant 3</td>
<td>$136.83</td>
</tr>
<tr>
<td>Program Manager</td>
<td>$141.71</td>
</tr>
<tr>
<td>Program Manager 2</td>
<td>$154.42</td>
</tr>
<tr>
<td>Senior Functional Analyst</td>
<td>$162.24</td>
</tr>
<tr>
<td>Senior Functional Management Consultant 1</td>
<td>$166.15</td>
</tr>
<tr>
<td>Senior Functional Management Consultant 2</td>
<td>$190.58</td>
</tr>
<tr>
<td>Senior Functional Management Consultant 3</td>
<td>$205.24</td>
</tr>
<tr>
<td>Expert/Strategic Consultant</td>
<td>$219.90</td>
</tr>
</tbody>
</table>

* Price offered, inclusive of IFF
TechPride recognizes that successful work performance is dependent on having the right people with specialized skills and experience to complete the work requirements. As such, each TechPride labor category listed below is defined with regard to minimum general experience, job duties, and functional responsibilities, as well as guidelines for education and experience (or applicable equivalencies).

<table>
<thead>
<tr>
<th><strong>Project Analyst 1</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Minimum General Experience:</strong></td>
</tr>
<tr>
<td>None.</td>
</tr>
<tr>
<td><strong>Job Description / Functional Responsibility:</strong></td>
</tr>
<tr>
<td>Assists with setting up and maintaining the project management infrastructure. Prepares status reports, updates project plans, and prepares client billings.</td>
</tr>
<tr>
<td><strong>Education / Experience:</strong></td>
</tr>
<tr>
<td>• High School Diploma or equivalent.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Project Analyst 2</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Minimum General Experience:</strong></td>
</tr>
<tr>
<td>One (1) year of experience assisting a Project Manager or Program Manager in the management of a contract, project, or task.</td>
</tr>
<tr>
<td><strong>Job Description / Functional Responsibility:</strong></td>
</tr>
<tr>
<td>Assists with setting up and maintaining the project management infrastructure including, but not limited to, management and reporting, contractual tracking and reporting, status reporting, human resources and quality assurance / management processes, and other related project management activities. Prepares status reports, updates project plans, and prepares client billings.</td>
</tr>
<tr>
<td><strong>Education / Experience:</strong></td>
</tr>
<tr>
<td>• Bachelor’s Degree with one (1) year of experience.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Assistant Project Manager 1</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Minimum General Experience:</strong></td>
</tr>
<tr>
<td>Two (2) years of experience assisting a Project Manager or Program Manager in the management of a contract, project, or task.</td>
</tr>
<tr>
<td><strong>Job Description / Functional Responsibility:</strong></td>
</tr>
<tr>
<td>Provides management assistance in project coordination and execution. Assists the Project / Program manager with project schedules, deadlines, budgets, resource assignments and monitors progress of project.</td>
</tr>
<tr>
<td><strong>Education / Experience:</strong></td>
</tr>
<tr>
<td>• Bachelor’s Degree with two (2) years of experience.</td>
</tr>
</tbody>
</table>

| **Assistant Project Manager 2** |
Minimum General Experience:
Three (3) years of experience assisting a Project Manager or Program Manager in the management of a contract, project, or task.

Job Description / Functional Responsibility:
Provides management assistance in project coordination and execution. Assists the Project / Program manager with project schedules, deadlines, budgets, resource assignments and monitors progress of project. Prepares status reports for upper management to review. Tracks project staffing, budget, prioritization and other personnel matters.

Education / Experience:
- Bachelor's Degree with three (3) years of experience; or
- Master's Degree with one (1) year of experience.

Junior Functional Analyst

Minimum General Experience:
Two (2) years of experience in an area of specialization associated with the requirement. Experience with Government or industry standards, processes, procedures, methodologies, or tools that support analysis as relative to the requirement.

Job Description / Functional Responsibility:
Analyzes customer needs to determine functional requirements. Performs functional allocation to identify required tasks and their interrelationships.

Education / Experience:
- Bachelor's Degree with two (2) years of experience.

Junior Functional Analyst 2

Minimum General Experience:
Three (3) years of experience in an area of specialization associated with the requirement. Experience with Government or industry standards, processes, procedures, methodologies, or tools that support analysis as relative to the requirement.

Job Description / Functional Responsibility:
Analyzes customer needs to determine functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Provides quality assurance / management for deliverables.

Education / Experience:
- Bachelor's Degree with three (3) years of experience; or
- Master's Degree with one (1) year of experience.
## Project Manager

**Minimum General Experience:**
Three (3) years of progressive experience managing and delivering complex management projects.

**Job Description / Functional Responsibility:**
Manages and coordinates the implementation of program objectives throughout all phases of a system’s or program’s lifecycle. Directs the staff to ensure conformance with work requirements associated with accounting, resource allocations, internal management controls, business process improvements, performance measurements, contract deliverables, and all other requirements of the customer’s statement of work.

**Education / Experience:**
- Bachelor's Degree with three (3) years of experience; or
- Master's Degree with one (1) year of experience.

## Project Manager 2

**Minimum General Experience:**
Four (4) years of progressive experience managing and delivering complex management projects.

**Job Description / Functional Responsibility:**
Manages and coordinates the implementation of program objectives throughout all phases of a system’s or program’s lifecycle. Directs the staff to ensure conformance with work requirements associated with accounting, resource allocations, internal management controls, business process improvements, performance measurements, contract deliverables, and all other requirements of the customer’s statement of work. Coordinates the work efforts of multiple projects surrounding a common program objective to ensure timely problem resolution, realization of economies of scale and total customer satisfaction. Reviews deliverables for quality, completeness, and adherence to design concepts and user requirements.

**Education / Experience:**
- Bachelor's Degree with four (4) years of experience; or
- Master's Degree with two (2) years of experience.

## Consultant 1

**Minimum General Experience:**
Four (4) years of experience providing project and program management support and supervisory experience to management projects. Familiar with a variety of management consulting concepts, practices, and procedures.

**Job Description / Functional Responsibility:**
Recognized authority across multiple areas of expertise. Provides leadership at a high technical and programmatic level for teams to accomplish customer sponsored projects, including new program development. Leadership comprises problem definition, identification of avenues of approach, identification of applicable resources, and execution of tasks within the project.

**Education / Experience:**
- Bachelor's Degree with four (4) years of experience; or
- Master's Degree with two (2) years of experience.

### Consultant 2

**Minimum General Experience:**
Five (5) years of experience providing project and program management support and supervisory experience to management projects. Familiar with a variety of management consulting concepts, practices, and procedures.

**Job Description / Functional Responsibility:**
Provides high level facilitation and/or program management and process improvement support services. Provides leadership in the definition of program specifications. Responsible for meeting project schedule and performance objectives. Implements operational mission, and conducts requirements and information analysis, as well as cost-benefit analysis. Assists client in achieving all stated objectives and for ensuring quality and accuracy of deliverables. Coordinates the work efforts of multiple projects surrounding a common program objective to ensure timely problem resolution and total customer satisfaction. May report to senior consultant and manage junior consultants.

**Education / Experience:**
- Bachelor's Degree with five (5) years of experience; or
- Master's Degree with three (3) years of experience; or
- PhD with one (1) year of experience.

### Consultant 3

**Minimum General Experience:**
Six (6) years of experience providing project and program management support and supervisory experience to management projects. Familiar with a variety of management consulting concepts, practices, and procedures.

**Job Description / Functional Responsibility:**
Responsible for the design, development, and technical execution of management projects. Applies sophisticated strategic or management systems analysis methods to define and develop solutions to complex strategic communications or management issues. Responsible for determining project objectives and selecting or performing / overseeing conceptual and methodological design for the project execution. Conducts or directs the most technical aspects of the management project. Provides direction to members of the project team.

**Education / Experience:**
- Bachelor's Degree with six (6) years of experience; or
- Master's Degree with four (4) years of experience; or
- PhD with two (2) years of experience.
Program Manager

Minimum General Experience:
Seven (7) years of program management and supervisory experience in the functional area of the project to be managed. Must have the ability to manage and ensure the successful completion of multiple technical tasks in assigned program(s). Must have the ability to recruit, hire, manage, supervise, train, schedule, coordinate, and evaluate staff as assigned.

Job Description / Functional Responsibility:
Coordinates and monitors the scheduling, pricing, and performance of programs. Aids in the negotiation of contracts and contractual changes and coordinates preparation of proposals, plans, specifications, and financial conditions of contracts. Develops master plans and schedules, formulates solutions to address program problems, and directs work of resources assigned to program from various projects.

Education / Experience:
- Bachelor’s Degree with seven (7) years of experience; or
- Master’s Degree with five (5) years of experience; or
- PhD with three (3) years of experience.

Program Manager 2

Minimum General Experience:
Eight (8) years of program management and supervisory experience in the functional area of the project to be managed. Must have the ability to manage and ensure the successful completion of multiple technical tasks in assigned program(s). Must have the ability to recruit, hire, manage, supervise, train, schedule, coordinate, and evaluate staff as assigned.

Job Description / Functional Responsibility:
Coordinates and monitors the scheduling, pricing, and performance of programs. Aids in the negotiation of contracts and contractual changes and coordinates preparation of proposals, plans, specifications, and financial conditions of contracts. Develops master plans and schedules, formulates solutions to address program problems, and directs work of resources assigned to program from various projects. Serves as primary point of contact for the client, oversees all work, and takes corrective action as necessary to ensure projects are completed on time and within budget.

Education / Experience:
- Bachelor’s Degree with eight (8) years of experience; or
- Master’s Degree with six (6) years of experience; or
- PhD with four (4) years of experience.

Senior Functional Analyst

Minimum General Experience:
Six (6) years of experience, of which at least four (4) years must be specialized in the required discipline. Specialized experience must be in the desired work stream. Must demonstrate the ability to work independently or under only general direction.

Job Description / Functional Responsibility:
Coordinates with project team on large-scale projects to provide highly specialized subject matter
expertise. Utilizes skills to further develop, enhance, streamline, and provide continual process improvement to complex projects.

**Education / Experience:**
- Bachelor's Degree with six (6) years of experience; or
- Master's Degree with four (4) years of experience; or
- PhD with two (2) years of experience.

**Senior Functional Management Consultant 1**

**Minimum General Experience:**
Seven (7) years of experience providing project management support to technical projects requiring subject matter expertise and highly specialized skills. Must have progressive senior-level management and organizational experience.

**Job Description / Functional Responsibility:**
Works directly with client or client teams on large-scale projects in a subject matter expert capacity. Works within a specialized area as defined by the task order and required functional skills.

**Education / Experience:**
- Bachelor's Degree with seven (7) years of experience; or
- Master's Degree with five (5) years of experience; or
- PhD with three (3) years of experience.

**Senior Functional Management Consultant 2**

**Minimum General Experience:**
Eight (8) years of experience providing project management support to technical projects requiring subject matter expertise and highly specialized skills. Must have progressive senior-level management and organizational experience.

**Job Description / Functional Responsibility:**
Works directly with client or client teams on large-scale projects in a subject matter expert capacity. Works within a specialized area as defined by the task order and required functional skills. Usually works with a large support staff and provides daily supervision and direction to a team to carry out functional work.

**Education / Experience:**
- Bachelor's Degree with eight (8) years of experience; or
- Master's Degree with six (6) years of experience; or
- PhD with four (4) years of experience.
Senior Functional Management Consultant 3

Minimum General Experience:
Nine (9) years of experience providing project management support to technical projects requiring subject matter expertise and highly specialized skills. Must have progressive senior-level management and organizational experience.

Job Description / Functional Responsibility:
Works directly with client or client teams on large-scale projects in a subject matter expert capacity. Works within a specialized area as defined by the task order and skills of the functional analyst. Usually works with a large support staff and provides daily supervision and direction to a team to carry out functional work. Performs functional allocation to identify required tasks and their interrelationships.

Education / Experience:
- Bachelor's Degree with nine (9) years of experience; or
- Master's Degree with seven (7) years of experience; or
- PhD with five (5) years of experience.

Expert / Strategic Consultant

Minimum General Experience:
Ten (10) years of experience providing project management support to technical projects requiring subject matter expertise. Must have progressive senior-level management and organizational experience.

Job Description / Functional Responsibility:
Provides expert-level domain and functional consulting, analysis, and methodological and design support to complex management projects. Has extensive knowledge in an area of specialization that is necessary for effective implementation of the project.

Education / Experience:
- Bachelor's Degree with ten (10) years of experience; or
- Master's Degree with eight (8) years of experience; or
- PhD with six (6) years of experience.
The Service Contract Labor Standards (SCLS) 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 due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), this contract still maintains the provisions and protections or SCLS eligible labor categories. If and/or when TechPride adds SCLS labor categories / employees to the contract through the modification process, TechPride 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. TechPride understands that the failure to do so may result in cancellation of the contract.