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](http://www.GSAAdvantage.gov).

**Schedule for Professional Services Schedule - PSS**
Federal Supply Group: 00CORP

**Contract Number:** 47QRAA19D007W  
**Contract Period:** May 09, 2019 – May 08, 2024

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at [http://www.gsa.gov/schedules-ordering](http://www.gsa.gov/schedules-ordering)

**Contractor:**  
OPS Consulting, LLC  
7050 Hi Tech Drive, Suite 200  
Hanover, MD 21076-1008

**Business Size:**  
Large Business

**Telephone:** 410-850-7380  
**FAX Number:** 410-850-7382  
**Web Site:** [http://www.opsconsulting.com](http://www.opsconsulting.com)  
**E-mail:** krystalbrown@opsconsulting.com  
**Contract Administration:** Krystal L Brown
CUSTOMER INFORMATION:

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

<table>
<thead>
<tr>
<th>SIN</th>
<th>Recovery</th>
<th>SIN Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>874-6</td>
<td>874-RC</td>
<td>Acquisition Management Support</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. See Pricing Page 5.

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. See Labor Category Descriptions Page 6.

2. Maximum Order: $1,000,000.00

3. Minimum Order: $100.00

4. Geographic Coverage (delivery Area): Domestic only

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


7. Quantity discounts: None Offered

8. Prompt payment terms: Net 30 days

9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold: Yes

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: Will not accept over $3,000

10. Foreign items (list items by country of origin): None

11a. Time of Delivery (Contractor insert number of days): Specified on the Task Order

11b. 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
11c. 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

11d. 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 effect a faster delivery: Contact Contractor

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

13a. Ordering Address(es): Same as Contractor

13b. Ordering procedures: For supplies and 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(es): Same as company address

15. Warranty provision: Contractor’s standard commercial warranty.

16. Export Packing Charges (if applicable): N/A

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): Contact Contractor

18. Terms and conditions of rental, maintenance, and repair (if applicable): N/A

19. Terms and conditions of installation (if applicable): N/A

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A

20a. Terms and conditions for any other services (if applicable): N/A

21. List of service and distribution points (if applicable): N/A

22. List of participating dealers (if applicable): N/A

23. Preventive maintenance (if applicable): N/A

24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: N/A

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/.
25. Data Universal Numbering System (DUNS) number: 113816750

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

27. Final Pricing: The rates shown on the next page include the Industrial Funding Fee (IFF) of 0.75%.
GSA Awarded Pricing
The rates are inclusive of the Industrial Funding Fee (IFF) of 0.75%.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>874-6</td>
<td>Expert Acquisition Consultant</td>
<td>$153.78</td>
<td>$157.16</td>
<td>$160.62</td>
<td>$164.16</td>
<td>$167.77</td>
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</tr>
<tr>
<td>874-6</td>
<td>Junior Acquisition Consultant</td>
<td>$128.83</td>
<td>$131.67</td>
<td>$134.57</td>
<td>$137.53</td>
<td>$140.55</td>
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<tr>
<td>874-6</td>
<td>Mid-level Acquisition Consultant</td>
<td>$139.12</td>
<td>$142.18</td>
<td>$145.31</td>
<td>$148.50</td>
<td>$151.77</td>
<td></td>
</tr>
<tr>
<td>874-6</td>
<td>Senior Acquisition Consultant</td>
<td>$146.89</td>
<td>$150.12</td>
<td>$153.42</td>
<td>$156.80</td>
<td>$160.25</td>
<td></td>
</tr>
<tr>
<td>874-6</td>
<td>Subject Matter Expert</td>
<td>$193.15</td>
<td>$197.40</td>
<td>$201.74</td>
<td>$206.18</td>
<td>$210.72</td>
<td></td>
</tr>
</tbody>
</table>

Service Contract Act: The Service Contract Act (SCA) is applicable to this contract as it applies to the entire 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.
### Labor Category Descriptions

**Expert Acquisition Consultant**

**Functional Responsibilities:** The Expert Acquisition Consultant has demonstrated experience with acquisition processes and applies knowledge of analytical methods or techniques to gather, analyze, and evaluate information required by Program/Project Managers (PMs) and customers. Provides task-unique functional expertise necessary to interpret requirements, ensure responsiveness, and achieve successful performance. Draws conclusions and devises solutions to problems relating to improvement of acquisition effectiveness, compliance, and cost analysis. Provides guidance on contract administration which may include acquisition planning; solicitation preparation; market research/analysis; source selection; administration of terms & conditions; cost and price analysis; negotiations; preparation of contract and modifications; evaluation of performance; contract termination; and contract closeout. Individuals will also possess working knowledge of the Federal Acquisitions Regulation (FAR), Defense Federal Acquisitions Regulation (DFAR), and agency supplements as required.

**Minimum Education:** Bachelor’s  
**Minimum Experience:** 20 years

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**Junior Acquisition Consultant**

**Functional Responsibilities:** The Junior Acquisition Consultant has experience with acquisition processes and assists with many acquisition planning tasks. Coordinates and works closely with the technical experts and the contracting office to ensure project milestones are reflected in the contractual documents and project plan. May perform or evaluate market research and trends, conditions, and technological advances as they apply to the program with review and supervision of lead acquisition consultant. May develop and draft acquisition documents and ensures Quality Control (QC). Individuals will possess a basic knowledge of the FAR, DFAR, and agency supplements as required.

**Minimum Education:** Bachelor’s  
**Minimum Experience:** 8 years

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**Mid-level Acquisition Consultant**

**Functional Responsibilities:** The Mid-level Acquisition Consultant has demonstrated experience with acquisition processes. Applies knowledge of analytical methods or techniques to gather, analyze, and evaluate information required by Program/PMs and customers. Coordinates and works with the technical experts and the contracting office to ensure project milestones are reflected in the contractual documents and project plan. Provides support with contract administration which may include acquisition planning; solicitation preparation; market research/analysis; source selection; administration of terms and conditions; cost and price analysis; negotiations; preparation of contract and modifications; evaluation of performance; contract termination; and contract closeout. Individuals will also possess working knowledge of the FAR, DFAR, and agency supplements as required.

**Minimum Education:** Bachelor’s  
**Minimum Experience:** 11 years

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**Senior Acquisition Consultant**
**Functional Responsibilities:** The Senior Acquisition Consultant has demonstrated experience with acquisition processes and provides programmatic support and limited technical support in the context of the program. Manages the program based on well-developed program management principles, to include but not limited to: financial management; transition; program security; procurement; performance management; and developing communication plans for a variety of audiences. Applies knowledge of analytical methods or techniques to gather, analyze, and evaluate information required by Program/PMs and customers. Provides task-unique functional expertise necessary to interpret requirements, ensure responsiveness, and achieve successful performance. Provides guidance with contract administration which may include acquisition planning; solicitation preparation; market research/analysis; source selection; administration of terms & conditions; cost and price analysis; negotiations; preparation of contract and modifications; evaluation of performance; contract termination; and contract closeout. Individuals will also possess working knowledge of the FAR, DFAR, and agency supplements as required.

**Minimum Education:** Bachelor’s  
**Minimum Experience:** 15 years

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**Subject Matter Expert**

**Functional Responsibilities:** The Subject Matter Expert (SME) has demonstrated experience with research projects in advanced technical fields. Provides advice, management, and guidance about technical issues. Formulates research initiatives and provides input to programmatic decisions. Develops technology forecasts and roadmaps for technical programs. Assists the program leader in preparing documentation on behalf of the program and evaluating technical research proposals. Demonstrates creative ability through problem solving, alternate solutions, scientific reports, or technical papers and articles.

**Minimum Education:** Bachelor’s  
**Minimum Experience:** 15 years

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**Experience & Degree Substitution Equivalencies**

Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

<table>
<thead>
<tr>
<th>Equivalent Degree</th>
<th>Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>High School</td>
<td>1 year of relevant experience</td>
</tr>
<tr>
<td>Associate’s</td>
<td>High School or equivalent plus 2 years relevant experience</td>
</tr>
<tr>
<td>Bachelor’s</td>
<td>Associate’s degree + 2 years relevant experience or 4 years relevant experience</td>
</tr>
<tr>
<td>Master’s</td>
<td>Bachelor’s plus 2 years relevant experience or Associate’s degree + 4 years relevant experience or 6 years relevant experience</td>
</tr>
<tr>
<td>PhD</td>
<td>Master’s + 2 years relevant experience, or Bachelor’s + 4 years relevant experience or Associate’s + 6 years relevant experience or 8 years relevant experience</td>
</tr>
</tbody>
</table>