General Services Administration  
Federal Supply Service  
Authorized Federal Supply Schedule Price List  

Online 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.

Multiple Award Schedule (MAS)  
Consolidation for  
Professional Services  
Contract Number: 47QRAA19D0091

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

Contract Period: 6/06/2019 - 6/05/2024

CONTRACTOR: RB Consulting, Inc.  
5100 Buckeystown Pike, Suite 250  
Frederick, MD 21704  
Phone number: (866) 755-7224, x101  
Fax number: (866) 755-3775  
E-Mail: gsa.contracts@rbci.us

CONTRACTOR’S ADMINISTRATION SOURCE: Sam Haddad, Managing Director  
Phone number: (813) 957-3613, x109  
Fax number: (866) 755-3775  
E-Mail: gsa.contracts@rbci.us

Business Size/Status:

Service-Disabled Veteran-Owned Small Business (SDVOSB)

Prices shown herein are NET (discount deducted)

Pricelist current through Modification #PS-A824 dated September 3, 2020
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GENERAL CONTRACT INFORMATION

RB Consulting, Inc. (RBCI) is a Service-Disabled Veteran-Owned Small Business (SDVOSB) and longstanding provider of information technology (IT) and management solutions that deliver practical, innovative results to our clients. For over 15 years, RBCI has provided the Department of Defense (DoD), Department of Veterans Affairs (VA), and various civilian agencies with operations, software design and development, systems integration, business analysis, and project management support. RBCI fosters a collaborative environment in which employees are encouraged to actively learn and sharpen their technical skills while staying abreast of rapid technological advancements.


1a. Table of Awarded Special Item Numbers (SINs):

<table>
<thead>
<tr>
<th>SIN</th>
<th>SIN Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>OLM</td>
<td>Order-Level Materials (OLM)</td>
</tr>
<tr>
<td>541611</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
</tr>
<tr>
<td>541614SVC</td>
<td>Supply and Value Chain Management</td>
</tr>
</tbody>
</table>

1b. Lowest Priced Model Number and Lowest Price: Please refer to our rates on Page 17

1c. Labor Category Descriptions: Please refer to Page 11

2. Maximum Order: $1,000,000.00

3. Minimum Order: $100.00

4. Geographic Coverage: Domestic and Overseas

5. Point(s) of Production: Same as Company Address

6. Discount from List Price: All Prices Herein are Net

7. Quantity Discounts: 0.5% off of $250,000 to $500,000; and 1% off of $500,001 or more

8. Prompt Payment Terms: Net 30 Days; Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions

9. Foreign Items: None

10a. Time of Delivery: As specified on Task Order

10b. Expedited Delivery: To Be Negotiated with Ordering Agency

10c. Overnight and 2-Day Delivery: To Be Negotiated with Ordering Agency

RBCI Certifications

- CMMI ML 2-appraised for SVC & DEV
- ISO 9001:2015 QMS
- ISO 20000-1:2011 ITSM
- ISO 27001:2013 ISMS
- TS/SCI FCL
- DCAA-approved accounting system
11d. Urgent Requirement: To Be Negotiated with Ordering Agency

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

13a. Ordering Address: RB Consulting, Inc.
   Attn: Sam Haddad
   5100 Buckeystown Pike, Suite 250
   Frederick, MD 21704

13b. For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment Address: RB Consulting, Inc.
   Attn: Deena Hudson
   7417 Knightdale Blvd, Suite 108
   Knightdale, NC 27545

15. Warranty Provision: Contractor’s standard commercial warranty

16. Export Packing Charges: Not Applicable

17. Terms and conditions of rental, maintenance, and repair: Not Applicable

18. Terms and conditions of installation (if applicable): Not Applicable

19. 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 (if applicable): Not Applicable

21. List of service and distribution points (if applicable): Not Applicable

22. List of participating dealers (if applicable): Not Applicable

23. Preventative maintenance (if applicable): Not Applicable

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

24b. 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: section508.gov.

25. Data Universal Number System (DUNS) Number: 788758253

26. RB Consulting, Inc. is registered in the System for Award Management (SAM) Database.
CONTRACT OVERVIEW

GSA awarded RB Consulting, Inc. a GSA Federal Supply Schedule contract for Multiple Award Schedules (MAS) Consolidation, Contract Number 47QRAA19D0091. The current contract period is 6/06/2019 - 6/05/2024. GSA may exercise a total of up to three additional five-year option periods. The contract allows for the placement of Firm Fixed Price or Time and Materials task orders using the labor categories and ceiling rates defined in the contract.

CONTRACT ADMINISTRATION

Sam Haddad
Managing Director
RB Consulting, Inc.
5100 Buckeystown Pike, Suite 250
Frederick, MD 21704
Telephone: (866) 755-7224, x109
Fax Number: (866) 755-3775
Email: sam.haddad@rbci.us

MARKETING AND TECHNICAL POINT OF CONTACT

Robert Betters
President & CEO
RB Consulting, Inc.
5100 Buckeystown Pike, Suite 250
Frederick, MD 21704
Telephone: (866) 755-7224, x101
Fax Number: (866) 755-3775
Email: robert.betters@rbci.us

CONTRACT USE

This contract is available for use by all federal government agencies, as a source for Mission Oriented Business Integrated Services, for worldwide use. Executive agencies, other Federal agencies, mixed-ownership Government corporations, and the District of Columbia; government contractors authorized in writing by a Federal agency pursuant to 48 CFR 51.1; and other activities and organizations authorized by statute or regulation to use GSA as a source of supply may use this contract. Additionally, contractors are encouraged to accept orders received from activities within the Executive Branch of the Federal Government.

CONTRACT SCOPE

Services specified in a task order may be performed at the contractor’s facilities or the ordering agencies’ facilities. The government will determine the contractor’s compensation by any of several different methods (to be specified at the task order level) e.g., a firm-fixed price for services with or without incentives, labor hours or time-and-material.

The Special Item Numbers (SINs) available under this contract provide services across the full life cycle of a project. When task orders are placed, they must identify the SIN or SINs under which the task is being executed. RB Consulting, Inc. has been awarded a contract by GSA to provide services under the following SINs:
<table>
<thead>
<tr>
<th>SIN</th>
<th>SIN Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>OLM</td>
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<td>541611</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
</tr>
<tr>
<td>541614SVC</td>
<td>Supply and Value Chain Management</td>
</tr>
</tbody>
</table>
### TERMS AND CONDITIONS APPLICABLE TO GSA MAS CONSOLIDATION (SPECIAL ITEM NUMBER OLM, 541611, AND 541614SVC)

***NOTE: All non-professional labor categories must be incidental to, and used solely to support professional services, and cannot be purchased separately.***

1. **SCOPE**
   a. The prices, terms and conditions stated under SINs OLM, 541611, and 541614SVC are within the scope of the GSA MAS Consolidation. The Contractor shall provide services at the Contractor’s facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.
   b. Hardware and software can be acquired through different Special Item Numbers on GSA MAS Consolidation.
   c. The Contractor shall provide services at the Contractor’s facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. **ORDER**
   a. Agencies may use written orders, Electronic Data Interchange (EDI) orders, Blanket Purchase Agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
   b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

3. **PERFORMANCE OF SERVICES**
   a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity. All Contracts will be fully funded.
   b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
   c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
   d. Any Contractor travel required in the performance of GSA MAS Consolidation must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts. All travel will be agreed upon with the client prior to the Contractor’s travel.

4. **INSPECTION OF SERVICES**
5. RESPONSIBILITIES OF THE CONTRACTOR
The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

6. RESPONSIBILITIES OF THE ORDERING ACTIVITY
Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite services under GSA MAS Consolidation.

7. INDEPENDENT CONTRACTOR
All Health IT Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

8. ORGANIZATIONAL CONFLICTS OF INTEREST
   a. Definitions.
      • “Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.
      • “Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.
      • An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.
   b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

9. INVOICES
The Contractor, upon completion of the work ordered, shall submit invoices for GSA MAS Consolidation services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

10. RESUMES
Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

11. INCIDENTAL SUPPORT COSTS
Incidental support costs are not considered part of the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.
12. APPROVAL OF SUBCONTRACTS
The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.
INSTRUCTIONS FOR PLACING ORDERS FOR SERVICES BASED ON GSA SCHEDULE FIXED PRICES

GSA provides a streamlined, efficient process for ordering the services you need. GSA has already determined that RB Consulting, Inc. meets the technical requirements and that our prices offered are fair and reasonable. Agencies may use written orders; facsimile orders, credit card orders, blanket purchase agreement orders or individual purchase orders under this contract.

If it is determined that your agency needs an outside source to provide PSS services, follow these simple steps:

<table>
<thead>
<tr>
<th>Orders Under the Micro-Purchase Threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Select the contractor best suited for your needs and place the order.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Orders In-Between the Micro-Purchase Threshold and the Simplified Acquisition Threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Prepare a SOW or PWS in accordance with FAR 8.405-2(b).</td>
</tr>
<tr>
<td>• Prepare and send the RFQ (including SOW and evaluation criteria) to at least three GSA Schedule contractors.</td>
</tr>
<tr>
<td>• Evaluate, then make a &quot;Best Value&quot; determination.</td>
</tr>
<tr>
<td><strong>Note:</strong> The ordering activity should request GSA Schedule contractors to submit firm-fixed prices to perform the services identified in the SOW.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Orders Over the Simplified Acquisition Threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Prepare the RFQ (including the SOW and evaluation criteria) and post on eBuy to afford all Schedule contractors the opportunity to respond or provide the RFQ to as many Schedule contractors as practicable, consistent with market research, to reasonably ensure that quotes are received from at least three contractors.</td>
</tr>
<tr>
<td>• Seek price reductions.</td>
</tr>
<tr>
<td>• Evaluate all responses and place the order or establish the BPA with the GSA Schedule contractor that represents the best value (refer to FAR 8.405-2(d)).</td>
</tr>
<tr>
<td><strong>Note:</strong> The ordering activity should request GSA Schedule contractors to submit firm-fixed prices to perform the services identified in the SOW.</td>
</tr>
</tbody>
</table>

**Developing a Statement of Work (SOW)**

In the SOW, include the following information:

- Work to be performed,
- Location of work,
- Period of performance;
- Deliverable schedule, and
- Special standards and any unique requirements, where applicable.

**Preparing a Request for Quote (RFQ)**

- Include the SOW and evaluation criteria;
- Request fixed price, ceiling price, or, if not possible, labor hour or time and materials order;
- If preferred, request a performance plan from contractors and information on past experience; and include information on the basis for selection.
- May be posted on GSA’s electronic RFQ system, e-Buy

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov. Also see summary guidelines in the Multiple Award Schedule (MAS) Desk Reference Guide, Ordering Procedures.
REQUIREMENTS EXCEEDING THE MAXIMUM ORDER

In accordance with FAR 8.404, before placing an order that exceeds the maximum order threshold, ordering offices shall:

- Review additional schedule contractors’ catalogs/price lists or use the “GSA Advantage!” on-line shopping service;
- Based upon the initial evaluation, generally seek price reductions from the schedule contractor(s) appearing to provide the best value (considering price and other factors); and
- After price reductions have been sought place the order with the schedule contractor that provides the best value and results in the lowest overall cost alternative (see FAR 8.404(a)). If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

Vendors may:

Offer a new lower price for this requirement (the Price Reduction clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations.)

- Offer the lowest price available under the contract; or
- Decline the order (orders must be returned in accordance with FAR 52.216-19).

A task order that exceeds the maximum order may be placed with the Contractor selected in accordance with FAR 8.404. The order will be placed under the contract. Sales for orders that exceed the Maximum Order shall be reported in accordance with GSAR 552.238-74.
BLANKET PURCHASE AGREEMENT

Ordering activities may establish BPAs under any schedule contract to fill repetitive needs for supplies or services. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPAs and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). In determining how many BPAs to establish, consider:

- The scope and complexity of the requirement(s);
- The need to periodically compare multiple technical approaches or prices;
- The administrative costs of BPAs; and
- The technical qualifications of the schedule contractor(s).

Establishment of a single BPA, or multiple BPAs, shall be made using the same procedures outlined in 8.405-1 or 8.405-2. BPAs shall address the frequency of ordering, invoicing, discounts, requirements (e.g., estimated quantities, work to be performed), delivery locations, and time. When establishing multiple BPAs, the ordering activity shall specify the procedures for placing orders under the BPAs.

Establishment of a multi-agency BPA against a Federal Supply Schedule contract is permitted if the multi-agency BPA identifies the participating agencies and their estimated requirements at the time the BPA is established.

Ordering from BPAs:

**Single BPA.** If the ordering activity establishes one BPA, authorized users may place the order directly under the established BPA when the need for the supply or service arises.

**Multiple BPAs.** If the ordering activity establishes multiple BPAs, before placing an order exceeding the micro-purchase threshold, the ordering activity shall:

- Forward the requirement, or statement of work and the evaluation criteria, to an appropriate number of BPA holders, as established in the BPA ordering procedures; and
- Evaluate the responses received, make a best value determination (see 8.404(d)), and place the order with the BPA holder that represents the best value.

**BPAs for hourly rate services.** If the BPA is for hourly rate services, the ordering activity shall develop a statement of work for requirements covered by the BPA. All orders under the BPA shall specify a price for the performance of the tasks identified in the statement of work.

**Duration of BPAs.** BPAs generally should not exceed five years in length but may do so to meet program requirements. Contractors may be awarded BPAs that extend beyond the current term of their GSA Schedule contract, so long as there are option periods in their GSA Schedule contract that, if exercised, will cover the BPA’s period of performance.

**Review of BPAs:**

The ordering activity that established the BPA shall review it at least once a year to determine whether:

- The schedule contract, upon which the BPA was established, is still in effect;
- The BPA still represents the best value (see 8.404(d)); and
- Estimated quantities/amounts have been exceeded and additional price reductions can be obtained.

The ordering activity shall document the results of its review.
## LABOR CATEGORY DESCRIPTIONS

<table>
<thead>
<tr>
<th>Relevant SIN:</th>
<th>OLM, 541611, 541614SVC</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Title:</strong></td>
<td>Logistics Technical Subject Matter Expert (SME)</td>
</tr>
<tr>
<td><strong>Minimum Education:</strong></td>
<td>Bachelor’s Degree</td>
</tr>
<tr>
<td><strong>Minimum Experience:</strong></td>
<td>5 years</td>
</tr>
<tr>
<td><strong>Functional Responsibilities:</strong></td>
<td>Technical SMEs analyze and interpret user needs for functional logistics requirements documentation in the subject matter area related to the suite of software systems, lifecycle management, software development methodologies, and functional testing. They coordinate with business analysts and developers for clarification and review for output products. They possess requisite knowledge and expertise so recognized in the professional community that the government are able to qualify the individual as an expert in the field for an actual task order. Areas of support include analyses, research, consulting, maintenance, and sustainment.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Relevant SIN:</th>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>Title:</strong></td>
<td>Logistics Functional Subject Matter Expert (SME)</td>
</tr>
<tr>
<td><strong>Minimum Education:</strong></td>
<td>Bachelor’s Degree</td>
</tr>
<tr>
<td><strong>Minimum Experience:</strong></td>
<td>5 years</td>
</tr>
<tr>
<td><strong>Functional Responsibilities:</strong></td>
<td>Functional SMEs customize and use various software tools including Statistical Analysis Systems (SAS), to link, merge, clean, and perform quality control steps on a wide variety of logistics-related data from multiple systems. They possess a knowledge of techniques to efficiently manipulate and analyze large datasets (thousands to millions of records) in SAS is frequently utilized. Documentation of analysis steps and development and maintenance of relevant Standard Operation Procedures (SOPs) is critical. Both descriptive and complex analyses are carried out on a wide variety of conditions, indicators, and diseases of military relevance for a variety of products, both ad hoc requests as well as recurring annual products. Data are collected, analyzed, and interpreted. Also, developing methods to improve data processing, standardization, and efficiency of report creation are an ongoing effort. Areas of support include analyses, research, consulting, maintenance, and sustainment.</td>
</tr>
</tbody>
</table>

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<tr>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>Title:</strong></td>
<td>Logistics Training Specialist</td>
</tr>
<tr>
<td><strong>Minimum Education:</strong></td>
<td>Bachelor’s Degree</td>
</tr>
<tr>
<td><strong>Minimum Experience:</strong></td>
<td>2 years</td>
</tr>
<tr>
<td><strong>Functional Responsibilities:</strong></td>
<td>Logistics training specialists utilize Instructional Systems Design and training models in conjunction with Agile processes to 1) Develop and revise logistics-oriented courses and prepare appropriate training catalogs. 2) Prepare instructor materials (course outline, background material, and training aids). Areas of support include analyses, research, consulting, maintenance, and sustainment.</td>
</tr>
<tr>
<td>Relevant SIN:</td>
<td>OLM, 541611, 541614SVC</td>
</tr>
<tr>
<td>-------------</td>
<td>------------------------</td>
</tr>
<tr>
<td><strong>Title:</strong></td>
<td>Logistics Documentation Specialist</td>
</tr>
<tr>
<td><strong>Minimum Education:</strong></td>
<td>High School Diploma</td>
</tr>
<tr>
<td><strong>Minimum Experience:</strong></td>
<td>1 year</td>
</tr>
<tr>
<td><strong>Functional Responsibilities:</strong></td>
<td>These specialists perform the following duties: 1) edit, type, and prepare logistics-oriented memoranda of a technical and/or managerial nature. 2) Documentation generated typically involves flow diagrams, configuration drawings, functional systems flow diagrams, graphics, etc. Areas of support include analyses, research, consulting, maintenance, and sustainment.</td>
</tr>
</tbody>
</table>

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<tr>
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<th>OLM, 541611, 541614SVC</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Title:</strong></td>
<td>Logistics Analyst II</td>
</tr>
<tr>
<td><strong>Minimum Education:</strong></td>
<td>High School Diploma</td>
</tr>
<tr>
<td><strong>Minimum Experience:</strong></td>
<td>2 years</td>
</tr>
<tr>
<td><strong>Functional Responsibilities:</strong></td>
<td>Logistics analysts conduct medical supply chain processes related to medical materiel distribution, property inventory, medical acquisition logistics, vaccine distribution, and cold chain management. Maintain databases of logistics information. Interpret data on logistics elements, such as availability, maintainability, reliability, supply chain management, strategic sourcing or distribution, supplier management, and transportation. Coordinate distribution functions within military hospitals and logistical activities worldwide, commercial manufactures, transportation carriers, and other agencies. Communicate special requirements to ensure coordination is completed and follow-on guidance. Liaise between transportation operations and customer to ensure shipment arrives within appropriate timeframe. Reviews data and report trend detail. Recommends and coordinate adjustment of distribution strategies, plans, and procedures. Performs data input, reconciling document registers with applicable databases, provides reports and related data outputs as requested. Performs systems and process analysis based on receiving reports, situation/progress reports, lessons learned, and after-action reviews. Provides inventory management for special property and equipment. Confers with logistics management teams to determine ways to optimize service levels, maintain supply chain efficiency, or minimize cost. Remotely monitor the flow of vehicles or inventory, using web-based logistics information systems to track vehicles or containers. Track product flow from origin to final delivery. Recommends improvements and enhance workflow that effects distribution and inventory. Utilizes available resources to create and maintain reports for management. Resolves data discrepancies using problem solving skills. Works with various systems to gather, collect and manipulate data to format into reports. Proficient in presenting issues/training to a wide range audience.</td>
</tr>
<tr>
<td>Relevant SIN:</td>
<td>OLM, 541611, 541614SVC</td>
</tr>
<tr>
<td>----------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>Title:</td>
<td>Logistics Administrative Assistant</td>
</tr>
<tr>
<td>Minimum Education:</td>
<td>High School Diploma</td>
</tr>
<tr>
<td>Minimum Experience:</td>
<td>1 year</td>
</tr>
</tbody>
</table>
HOURLY RATES FOR SERVICES
SIN OLM, 541611, 541614SVC, 54151S, AND 54151HEAL

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>SIN</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Logistics SME Technical</td>
<td>OLM, 541611, 541614SVC</td>
<td>$142.64</td>
<td>$145.92</td>
<td>$149.28</td>
<td>$152.71</td>
<td>$156.22</td>
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SERVICE CONTRACT LABOR STANDARDS (SCLC)

<table>
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<th>SCLC Eligible Labor Category</th>
<th>SCA Equivalent Code Title</th>
<th>Wage Determination No</th>
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<tr>
<td>Logistics Administrative Assistant</td>
<td>Administrative Assistant-01020</td>
<td>2015-4269</td>
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</table>

The Service Contract Labor Standards (SCLC), formerly the Service Contract Act (SCA), is applicable to this contract as it includes SCLC applicable labor categories. The prices for the cited SCLC labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLC matrix. The prices awarded are in line with the geographic scope of the contract (i.e. nationwide).