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 are available through GSA Advantage®, a menu-driven database system. The INTERNET address GSA Advantage® is: GSAAdvantage.gov.

Multiple Award Schedule

CLJ Consulting and Contracting LLC

FSC Group: Professional Services  FSC Class: 

Contract number: 47QRAA19D009Q

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

Contract period: June 27, 2019 through June 26, 2024

Contractor: CLJ Consulting and Contracting, LLC
3370 Leonardtown Rd Ste 210
Waldorf, MD 20601-3624
Charlotte L Rose
crose@clj-llc.com;
850-217-2431

Business Size: SBA 8(a) Small Business
SBA Small Disadvantage Business
Woman Owned Small Business
Service-Disabled Veteran Owned Small Business
MBE/DBE Firm

Telephone: 850-217-2431
Fax Number: 301-932-5300
Web Site: www.clj-llc.com

Price list current as of Modification PA-0007 effective November 18, 2020
Prices Shown Herein are Net (discount deducted)
CUSTOMER INFORMATION:

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

<table>
<thead>
<tr>
<th>SINs</th>
<th>Recovery</th>
<th>SIN Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>541611</td>
<td>541611RC</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Service</td>
</tr>
<tr>
<td>OLM</td>
<td>OLMSTLOC</td>
<td>Order-Level Materials (OLM)</td>
</tr>
<tr>
<td></td>
<td>OLMRC</td>
<td></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 page 4 of this pricelist).

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 page 4 of this pricelist).

2. Maximum Order:

<table>
<thead>
<tr>
<th>SINs</th>
<th>Maximum Order</th>
</tr>
</thead>
<tbody>
<tr>
<td>541611</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>OLM</td>
<td>$250,000</td>
</tr>
</tbody>
</table>

3. Minimum Order: $100.00

4. Geographic Coverage (delivery Area): Worldwide

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 (discounts already deducted).

7. Quantity discounts: None.

8. Prompt payment terms: Information for Ordering Offices: Prompt payment terms cannot be
negotiated out of the contractual agreement in exchange for other concessions: 1% Net 15.


10a. Time of Delivery (Contractor insert number of days): Within 30 days after receipt of order (ARO) or Specified on the Task Order.

10b. Expedited Delivery. Items available for expedited delivery are noted in this price list. Contact Contractor.

10c. Overnight and 2-day delivery. Contact Contractor.

10d. Urgent Requirements. Contact Contractor.

11. F.O.B. point(s). Destination.

12a. Ordering Address(es): Same as company address.

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 company address.

14. Warranty provision: Contractor’s standard commercial warranty terms and conditions.

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, the EIT standards can be found at: www.Section508.gov/. Not Applicable

23. Data Universal Numbering System (DUNS) number: 079731350

24. Notification regarding registration in Central Contractor Registration (CCR) database: Contractor registered and active in SAM.

LABOR CATEGORY RATES

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

<table>
<thead>
<tr>
<th>Item</th>
<th>Category</th>
<th>Awarded Labor Category</th>
<th>Site</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>1</td>
<td>541611</td>
<td>Senior Director/Advisor</td>
<td>Both</td>
<td>$236.35</td>
<td>$242.49</td>
<td>$248.80</td>
<td>$255.26</td>
<td>$261.90</td>
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<td>2</td>
<td>541611</td>
<td>Senior Program Manager</td>
<td>Both</td>
<td>$245.11</td>
<td>$251.48</td>
<td>$258.02</td>
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<tr>
<td>3</td>
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<td>Program Manager</td>
<td>Both</td>
<td>$193.89</td>
<td>$198.93</td>
<td>$204.10</td>
<td>$209.41</td>
<td>$214.85</td>
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<tr>
<td>4</td>
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<td>Project Manager</td>
<td>Both</td>
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<td>$206.50</td>
<td>$211.86</td>
<td>$217.37</td>
<td>$223.02</td>
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<td>5</td>
<td>541611</td>
<td>Management Consultant I</td>
<td>Both</td>
<td>$136.77</td>
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<td>6</td>
<td>541611</td>
<td>Strategic Consultant III</td>
<td>Both</td>
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<td>$207.84</td>
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<td>$218.79</td>
<td>$224.48</td>
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<td>7</td>
<td>541611</td>
<td>Program Analyst III</td>
<td>Both</td>
<td>$124.32</td>
<td>$127.56</td>
<td>$130.87</td>
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<td>8</td>
<td>541611</td>
<td>Program Analyst I</td>
<td>Both</td>
<td>$108.61</td>
<td>$111.44</td>
<td>$114.34</td>
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<td>$120.36</td>
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<td>9</td>
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<td>Financial Analyst I</td>
<td>Both</td>
<td>$117.64</td>
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<td>Both</td>
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<td>Technical Writer II</td>
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<td>$82.24</td>
<td>$84.38</td>
<td>$86.57</td>
</tr>
</tbody>
</table>

LABOR CATEGORY DESCRIPTIONS

Senior Director/Advisor

Minimum Year Experience: 20 years

Minimum Education: Bachelor’s Degree or equivalent experience

Responsibilities: The Senior Director/Advisor is responsible for providing strategic direction, vision, leadership, oversight and program management across all project and program functions. Ensures corporate resources are available and sufficient to support the program management team and meet project/customer needs. Establishes and
oversees corporate level quality control programs and standards. The Senior Director/Advisor contributes to organizational direction through regular involvement with senior level client leadership and team members. The Senior Director/Advisor maintains productive and effective client relationship with the most senior levels of the client organization.

**Senior Program Manager**

**Minimum Year Experience:** 20 years

**Minimum Education:** Bachelor's Degree or equivalent experience

**Responsibilities:** The Senior Program Manager manages the financial, applicable technology, and schedule performance of assigned programs within cost limitations and established standards. The Senior Program Manager coordinates proposal preparation, review of statements of work and specifications, estimation of product/service costs, negotiation and administration of contracts, including subcontractor management. Establishes milestones and monitors progress against established program plans and schedules. Develops control systems and reports that accurately measure progress, identify potential problems in sufficient time for corrective action to be taken, and ensures timely execution of company contract commitments. The Senior Program Manager directs the performance of program functional task elements such as procurement, quality control, logistics, and administrative functions. Acts as primary customer contact on status and performance and anticipates and fulfills customer needs to ensure their satisfaction and continued business. Plans, directs and controls all business unit or functional operations.

**Program Manager**

**Minimum Year Experience:** 15 years

**Minimum Education:** Bachelor's Degree or equivalent experience

**Responsibilities:** The Program Manager is responsible to manage the financial, applicable technology, and schedule performance of assigned programs within cost limitations and established standards. The Program Manager coordinates proposal preparation, review of statements of work and specifications, estimation of product/service costs, negotiation and administration of contracts, including subcontractor management. Establishes milestones and monitors progress against established program plans and schedules. Develops control systems and reports that accurately measure progress, identify potential problems in sufficient time for corrective action to be taken, and ensures timely execution of company contract commitments. The Program Manager directs the performance of program functional task elements such as procurement, quality control, logistics, and administrative functions. Acts as primary customer contact on status and performance and anticipates and fulfills customer needs to ensure their satisfaction and continued business. The Program Manager accomplishes
results through lower-level subordinate supervisors or through experienced exempt employees who exercise significant latitude and independence in their assignments. The Program Manager functions as an advisor regarding tasks, projects, and operations.

**Project Manager**

**Minimum Year Experience:** 10 years

**Minimum Education:** Bachelor's Degree or equivalent experience

**Responsibilities:** The Project Manager manages the financial, applicable technology, and schedule performance of assigned programs within cost limitations and established standards. The Project Manager coordinates proposal preparation, review of statements of work and specifications, estimation of product/service costs, negotiation and administration of contracts, including subcontractor management. Establishes milestones and monitors progress against established program plans and schedules. Develops control systems and reports that accurately measure progress, identify potential problems in sufficient time for corrective action to be taken, and ensures timely execution of company contract commitments. The Project Manager directs the performance of program functional task elements such as procurement, quality control, logistics, and administrative functions. Acts as primary customer contact on status and performance and anticipates and fulfills customer needs to ensure their satisfaction and continued business. The Project Manager accomplishes tasks mainly through direct supervision of nonexempt and entry-level exempt employees. Monitors daily operations of a unit and actively assists, or provides direction to, subordinates as required.

**Management Consultant I**

**Minimum Year Experience:** 5 years

**Minimum Education:** Bachelor's Degree or equivalent experience

**Responsibilities:** The Management Consultant I provides specific expertise in one or more of the primary disciplines. The Management Consultant I interacts with the client on a day-to-day basis. The Management Consultant I supports the completion of project specific tasks within estimated time frames and budget constraints. The Management Consultant I supports presentations and client meetings. The Management Consultant I provides expert technical analyses and advice in specific technical areas to support management, organizational and business decisions. The Management Consultant I participates in meetings, task groups, teams, reviews and other environments to assist in collaborative results. Conducts site visits, investigations and studies to gather information. The Management Consultant I prepares reports, presentations and papers to document findings, opinions and recommendations. The Management Consultant I may lead/mentor junior personnel.
**Strategic Consultant III**

**Minimum Year Experience:** 12 years

**Minimum Education:** Bachelor’s Degree or equivalent experience

**Responsibilities:** The Strategic Consultant III provides senior level strategic program design, planning, direction and oversight expertise to functional area. The Strategic Consultant III advises Government and/or industry executives, program managers and technical staff at all levels in the area of specialty/expertise. The Strategic Consultant III provides expert level review, definition, assessment, analysis evaluation, design and development of systemic policies program initiatives, and technology advancements for implementing enhancements to business and technical practices. May perform benchmark analysis, identify trends and formulate forecasts for evaluation.

**Program Analyst III**

**Minimum Year Experience:** 6 years

**Minimum Education:** Bachelor’s Degree or equivalent experience

**Responsibilities:** The Program Analyst III provides senior level business and analytical expertise to programs. The Program Analyst III performs program integration, oversight, and project management functions. The Program Analyst III may supervise other analysts and supporting staff members. Prepares and reviews documentation.

**Program Analyst I**

**Minimum Year Experience:** 2 years

**Minimum Education:** Bachelor’s Degree or equivalent experience

**Responsibilities:** The Program Analyst I provides business and analytical expertise to programs. The Program Analyst I performs program integration, oversight, and project management functions. The Program Analyst I may supervise other analysts and supporting staff members. Prepares and reviews documentation.

**Financial Analyst I**

**Minimum Year Experience:** 2 years

**Minimum Education:** Bachelor’s Degree or equivalent experience

**Responsibilities:** The Financial Analyst I provides technical knowledge in their area of financial and accounting expertise. Researches and prepares evaluations of financial, statistical, operational, and cost/benefit analyses. The Financial Analyst I provides
assessment of existing and proposed financial plans and policies. Obtains, analyzes, and interprets financial data/reports and provides functional/technical managers with appropriate analysis and/or recommendations. The Financial Analyst I interacts with the client on a day-to-day basis. The Financial Analyst I prepares technical documentation, reports, and other deliverables/work products.

**Program Assistant III**

**Minimum Year Experience:** 4 years

**Minimum Education:** Associate degree or equivalent experience

**Responsibilities:** The Program Assistant III provides administrative support to management and technical personnel. The Program Assistant III work entails meeting the supervisor’s defined goals and objectives to meet required support requirements.

**Technical Writer III**

**Minimum Year Experience:** 6 years

**Minimum Education:** Bachelor’s Degree or equivalent experience

**Responsibilities:** The Technical Writer III provides senior level technical writing support including the creation, review, and revision of written material for reports, manuals, briefs, presentations, proposals, orders, correspondence and related technical and administrative publications. Assists in organizing material and complete writing assignments according to standards regarding order, clarity, conciseness, style and terminology. Establishes technical specifications and determines subject matter material to be developed for publication. The Technical Writer III analyzes developments in specific fields to determine the need for revisions in previously published materials and development of new material.

**Technical Writer II**

**Minimum Year Experience:** 4 years

**Minimum Education:** Bachelor’s Degree or equivalent experience

**Responsibilities:** The Technical Writer II provides intermediate level technical writing support including the creation, review, and revision of written material for reports, manuals, briefs, presentations, proposals, orders, correspondence and related technical and administrative publications. Assists in organizing material and complete writing assignments according to standards regarding order, clarity, conciseness, style and terminology. Establishes technical specifications and determines subject matter material to be developed for publication. The Technical Writer II analyzes developments in specific
fields to determine the need for revisions in previously published materials and development of new material.

**Technical Writer I**

**Minimum Year Experience:** 2 years

**Minimum Education:** Bachelor’s Degree or equivalent experience

**Responsibilities:** The Technical Writer provides technical writing support including the creation, review, and revision of written material for reports, manuals, briefs, presentations, proposals, orders, correspondence and related technical and administrative publications. Assists in organizing material and complete writing assignments according to standards regarding order, clarity, conciseness, style and terminology. Establishes technical specifications and determines subject matter material to be developed for publication. The Technical Writer analyzes developments in specific fields to determine the need for revisions in previously published materials and development of new material.

**Administrative Specialist II**

**Minimum Year Experience:** 4 years

**Minimum Education:** High School Diploma

**Responsibilities:** The Administrative Specialist II provides general administrative support including answering phones, scheduling/calendaring, travel support, document/records management, meeting support and correspondence management. May be perform tasks such as technical typing, document review and editing, and assist in the preparation of professional materials including graphics, trainings, and presentations. Provides direct support to project management and technical staff and/or the client as required to support the project.
Service Contract Labor Standards

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

### SCLS Labor Category Matrix

<table>
<thead>
<tr>
<th>SCLS Eligible Contract Labor Category</th>
<th>SCLS Equivalent Code and Title</th>
<th>WD Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Specialist II**</td>
<td>01020 - Administrative Assistant</td>
<td>2015-4001</td>
</tr>
<tr>
<td>Technical Writer I**</td>
<td>30461 - Technical Writer I</td>
<td>2015-4001</td>
</tr>
<tr>
<td>Technical Writer II**</td>
<td>30462 - Technical Writer II</td>
<td>2015-4001</td>
</tr>
<tr>
<td>Technical Writer III**</td>
<td>30463 - Technical Writer III</td>
<td>2015-4001</td>
</tr>
</tbody>
</table>