FEDERAL SUPPLY SERVICE

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

MULTIPLE AWARD SCHEDULE (MAS)

Federal Supply Group: Professional Services

FSC Code: R499

Contract No. 47QRAA19D00AX

Contract Period: 07/31/2019 – 07/30/2024

USmax Corporation
3060 Williams Drive, Suite 530
Fairfax, VA 22031
Contract Administrator: Cassandra Cooper
Tel. (703) 424-7800 | Fax (703) 636-5756
Web www.usmax.com
Small Disadvantaged Business

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.

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

Price List current through Modification A812 dated April 14, 2020

For orders call (703) 424-7800 x2019 www.usmax.com
# Table of Contents

1  Customer Information ....................................................................................................... 1
1a Awarded Special Item Numbers .......................................................................................... 1
1b Lowest Priced Model Number ............................................................................................. 1
1c Proposed Hourly Rates and Descriptions ............................................................................. 1
2  Maximum Order ................................................................................................................ 1
3  Minimum Order ................................................................................................................ 1
4  Geographic Coverage (Delivery Area) ................................................................................ 1
5  Point(s) of Production (city, county, and State or foreign country) .................................... 1
6  Discount from list prices or statement of net price ............................................................ 1
7  Quantity Discounts ............................................................................................................ 2
8  Prompt Payment Terms ..................................................................................................... 2
9  Government Purchase Cards .............................................................................................. 2
  9a Government purchase cards are accepted at or below the micro-purchase threshold. ...... 2
  9b Government purchase cards are accepted above the micro-purchase threshold. ............... 2
10 Foreign Items (list items by country of origin) .................................................................... 2
11 Delivery ............................................................................................................................. 2
  11a Time of Delivery ................................................................................................................ 2
  11b Expedited Delivery ............................................................................................................ 2
  11c Overnight and 2-day Delivery ............................................................................................ 2
11d Urgent Requirements ....................................................................................................... 2
12 F.O.B. Point ........................................................................................................................ 2
13 Ordering ............................................................................................................................ 2
  13a Ordering Address .............................................................................................................. 2
  13b Ordering Procedures ......................................................................................................... 2
14 Payment Address ............................................................................................................... 2
15 Warranty Provision ............................................................................................................ 2
16 Export packing charges ...................................................................................................... 3
17 Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level) ........................................................................................................... 3
18 Terms and conditions of rental, maintenance, and repair (if applicable) ......................... 3
### Appendix A  Description of Services and Pricing

#### 1 Education/Experience Equivalencies

2 Labor Categories (SIN 541611)

<table>
<thead>
<tr>
<th>2.1</th>
<th>Business Analyst</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.2</td>
<td>Business Process Reengineering Consultant I</td>
</tr>
<tr>
<td>2.3</td>
<td>Business Process Reengineering Consultant II</td>
</tr>
<tr>
<td>2.4</td>
<td>Business Subject Matter Specialist</td>
</tr>
<tr>
<td>2.5</td>
<td>Consultant I</td>
</tr>
<tr>
<td>2.6</td>
<td>Consultant II</td>
</tr>
<tr>
<td>2.7</td>
<td>Consultant III</td>
</tr>
<tr>
<td>2.8</td>
<td>Functional Analyst I</td>
</tr>
<tr>
<td>2.9</td>
<td>Functional Analyst II</td>
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<tr>
<td>2.10</td>
<td>Functional Analyst III</td>
</tr>
<tr>
<td>2.11</td>
<td>Management Consultant I</td>
</tr>
<tr>
<td>2.12</td>
<td>Management Consultant II</td>
</tr>
<tr>
<td>2.13</td>
<td>Program Director</td>
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<tr>
<td>2.14</td>
<td>Program Manager</td>
</tr>
<tr>
<td>2.15</td>
<td>Project Control Specialist</td>
</tr>
<tr>
<td>2.16</td>
<td>Project Manager I</td>
</tr>
</tbody>
</table>
2.17 Project Manager II ................................................................. A-5
2.18 Senior Strategist ................................................................. A-5
2.19 Subject Matter Expert I ....................................................... A-5
2.20 Subject Matter Expert II ..................................................... A-6
2.21 Subject Matter Expert III ..................................................... A-6

3 Awarded Rates (SIN 541611) ...................................................... A-7
1 Customer Information

1a Awarded Special Item Numbers
Table of awarded Special Item Numbers (SINS) with appropriate cross-reference to item descriptions and awarded prices

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</th>
<th>Description Page</th>
<th>Awarded Price Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>541611</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
<td>Appendix A, Section 2</td>
<td>Appendix A, Section 3</td>
</tr>
<tr>
<td>OLM</td>
<td>Order-Level Materials</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

1b Lowest Priced Model Number
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.

Not applicable

1c Proposed Hourly Rates and Descriptions
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.

See Appendix A, Section 2 for labor category descriptions
See Appendix A, Section 3 for awarded hourly rates

2 Maximum Order
$1,000,000

3 Minimum Order
$100.00

4 Geographic Coverage (Delivery Area)
Domestic and Overseas

5 Point(s) of Production (city, county, and State or foreign country)
Fairfax, VA, USA

6 Discount from list prices or statement of net price
Prices shown herein are net prices (discount already deducted)
7 Quantity Discounts
None

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 Government Purchase Cards
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 (list items by country of origin)
None

11 Delivery
11a Time of Delivery
As specified on the Task Order

11b Expedited Delivery
Contact Contractor

11c Overnight and 2-day Delivery
Contact Contractor

11d Urgent Requirements
Contact Contractor

12 F.O.B. Point
Destination

13 Ordering
13a Ordering Address
Same as Contractor Address

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 Payment Address
Same as Contractor Address

15 Warranty Provision
Not applicable
16 Export packing charges
Not applicable

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)
Not applicable

19 Terms and conditions of installation (if applicable)
Not applicable

20 Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable)
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 Preventive maintenance (if applicable)
Not applicable

24 Special attributes and Section 508
24a Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants)
Not applicable

24b Section 508 Compliance for EIT
USmax Corporation’s Section 508 compliance information can be found at www.usmax.com/508-compliance. The EIT standards can be found at: www.Section508.gov/.

25 Data Universal Number System (DUNS) number
01-497-4096

26 Notification regarding registration in System for Award Management (SAM) database
USmax Corporation has an active registration in the System for Award Management (SAM) database.
Appendix A  Description of Services and Pricing

1  Education/Experience Equivalencies

<table>
<thead>
<tr>
<th>Educational Level</th>
<th>Equivalent Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate’s Degree</td>
<td>2 years of work experience</td>
</tr>
<tr>
<td>Bachelor’s Degree</td>
<td>4 years of work experience</td>
</tr>
<tr>
<td>Higher than Bachelor’s Education Degree</td>
<td>6 years of work experience</td>
</tr>
</tbody>
</table>

2  Labor Categories (SIN 541611)

2.1  Business Analyst

**Functional Responsibility:** Determine operational objectives by analyzing business functions, gathering information, evaluating output requirements. Constructing workflow charts and diagrams, writing specifications. Recommend controls by identifying problems and writing improved procedures. Define project requirements and establish project budget. Prepare technical reports by collecting, analyzing, or summarizing information and trends. Conduct financial, market, operational research to support strategic business planning. May require interim or active security clearance.

**Minimum Years of Experience:** 2 years

**Minimum Education:** Bachelor’s Degree

2.2  Business Process Reengineering Consultant I

**Functional Responsibility:** Research and analyze complex issues surrounding organization’s business processes. Applies process improvement and reengineering principles and conducts process modernization projects. Develops strategies or infrastructure level recommendations surrounding improving processes, efficiency, and practices. Specialist on complex technical and business matters. May require interim or active security clearance.

**Minimum Years of Experience:** 5 years

**Minimum Education:** Bachelor’s Degree

2.3  Business Process Reengineering Consultant II

**Functional Responsibility:** Research and analyze complex issues surrounding organization’s business processes. Applies process improvement and reengineering principles and conducts process modernization projects. Develops strategies or infrastructure level recommendations surrounding improving processes, efficiency, and practices. Specialist on complex technical and business matters. May require interim or active security clearance.

**Minimum Years of Experience:** 7 years

**Minimum Education:** Bachelor’s Degree

2.4  Business Subject Matter Specialist

**Functional Responsibility:** Provide technical knowledge and analysis of highly specialized environments. Provide high level functional business systems analysis, design, integration,
documentation, or implementation advice on complex problems that need extensive knowledge of the subject matter. May require interim or active security clearance.

**Minimum Years of Experience:** 5 years  
**Minimum Education:** Bachelor’s Degree

### 2.5 Consultant I

**Functional Responsibility:** Provides consulting to senior managers or executives on organization-wide strategy implementation, organizational behavior, and organizational development. Provides technical direction and supervision, develops solutions to technical issues, project deliverables, and overall project scheduling and monitoring. Facilitates strategy development, implementation, and process improvement efforts requiring a mastery of subject matter and experience in specific programs or processes. May require interim or active security clearance.

**Minimum Years of Experience:** 4 years  
**Minimum Education:** Bachelor’s Degree

### 2.6 Consultant II

**Functional Responsibility:** Provides consulting to senior managers or executives on organization-wide strategy implementation, organizational behavior, and organizational development. Provides technical direction and supervision, develops solutions to technical issues, project deliverables, and overall project scheduling and monitoring. Facilitates strategy development, implementation, and process improvement efforts requiring a mastery of subject matter and experience in specific programs or processes. May require interim or active security clearance.

**Minimum Years of Experience:** 7 years  
**Minimum Education:** Bachelor’s Degree

### 2.7 Consultant III

**Functional Responsibility:** Provides consulting to senior managers or executives on organization-wide strategy implementation, organizational behavior, and organizational development. Provides technical direction and supervision, develops solutions to technical issues, project deliverables, and overall project scheduling and monitoring. Facilitates strategy development, implementation, and process improvement efforts requiring a mastery of subject matter and experience in specific programs or processes. May require interim or active security clearance.

**Minimum Years of Experience:** 10 years  
**Minimum Education:** Bachelor's Degree

### 2.8 Functional Analyst I

**Functional Responsibility:** Analyze user needs to determine functional requirements. Perform functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. May require interim or active security clearance.
Minimum Years of Experience: 1 year
Minimum Education: Bachelor’s Degree

2.9 Functional Analyst II
Functional Responsibility: Analyze user needs to determine functional requirements. Perform functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. May require interim or active security clearance.

Minimum Years of Experience: 3 years
Minimum Education: Bachelor’s Degree

2.10 Functional Analyst III
Functional Responsibility: Analyze user needs to determine functional requirements. Perform functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. May require interim or active security clearance.

Minimum Years of Experience: 5 years
Minimum Education: Bachelor’s Degree

2.11 Management Consultant I
Functional Responsibility: Analyzes and evaluates all aspects of management requirements. Performs complex evaluations of existing procedures and processes related to management. Provides organizational business improvement services including business strategy planning, quality management, organizational design, organizational efficiency, business analysis, and transformation. Participates in strategic planning and analysis and program development. Provides management advice for improving quality. May require interim or active security clearance.

Minimum Years of Experience: 5 years
Minimum Education: Bachelor’s Degree

2.12 Management Consultant II
Functional Responsibility: Analyzes and evaluates all aspects of management requirements. Performs complex evaluations of existing procedures and processes related to management. Provides organizational business improvement services including business strategy planning, quality management, organizational design, organizational efficiency, business analysis, and transformation. Participates in strategic planning and analysis and program development. Provides management advice for improving quality. May require interim or active security clearance.

Minimum Years of Experience: 8 years
Minimum Education: Bachelor’s Degree

2.13 Program Director
Functional Responsibility: Plans and directs organization's operational policies, objectives, and initiatives. Manages a business program with major organizational impact and/or a business
unit/division/organization. Provides executive leadership to enterprise initiatives. May require interim or active security clearance.

**Minimum Years of Experience:** 12 years

**Minimum Education:** Bachelor’s Degree

### 2.14 Program Manager

**Functional Responsibility:** Responsible for overall organization, direction, and management of technical delivery and contract operation support functions for one or more projects. Oversee program performance including cost, schedule, planned vs. completed progress and actual vs. baseline metrics to determine improvements for analysis and reporting. Manage multitask contract or contracts and provide guidance and direction to tasks. Interface with the Government Contracting Officer (CO), the Contracting Officer’s Representative (COR), government management personnel and customer agency representatives. Report projects’ progress to executive management. Formulate and enforce work standards, assign contractor schedules, review work discrepancies, supervise contractor personnel and communicate policies, purposes, and goals of the organization to subordinates and subcontractors. May require interim or active security clearance.

**Minimum Years of Experience:** 10 years

**Minimum Education:** Bachelor’s Degree

**Certification Requirements:** PMP certification preferred but not required

### 2.15 Project Control Specialist

**Functional Responsibility:** Responsible for delivering defined project components. Manage resources for task execution. Report task progress to project manager, program manager, and/or executive management. Develop project team and define scope, goals and deliverables, enforce work standards providing clear and concise direction, assign contractor schedules, review work discrepancies and supervise contractor personnel. Oversee overall task performance. Manage and ensure the successful completion of multiple technical tasks. May require interim or active security clearance.

**Minimum Years of Experience:** 2 years

**Minimum Education:** Bachelor’s Degree

**Certification Requirements:** PMP certification preferred but not required

### 2.16 Project Manager I

**Functional Responsibility:** Responsible for overall technical project delivery. Implement and administer process and procedures to ensure that all tasks are performed in accordance with applicable standards, quality requirements and schedules. Oversee overall project performance including control of funds and resources. Manage project scope, schedule and budget. Report project progress to program manager and/or executive management. Enforce work standards, assign contractor schedules, review work discrepancies, supervise contractor personnel and communicate policies, purposes, and goals of the organization to subordinates. Interface with the Government Contracting Officer (CO), the Contracting Officer’s Representative (COR),
government management personnel and customer agency representatives. May require interim or active security clearance.

Minimum Years of Experience: 3 years
Minimum Education: Bachelor’s Degree
Certification Requirements: PMP certification preferred but not required

2.17 Project Manager II

Functional Responsibility: Responsible for overall technical project delivery. Implement and administer process and procedures to ensure that all tasks are performed in accordance with applicable standards, quality requirements and schedules. Oversee overall project performance including control of funds and resources. Manage project scope, schedule and budget. Report project progress to program manager and/or executive management. Enforce work standards, assign contractor schedules, review work discrepancies, supervise contractor personnel and communicate policies, purposes, and goals of the organization to subordinates. Interface with the Government Contracting Officer (CO), the Contracting Officer’s Representative (COR), government management personnel and customer agency representatives. May require interim or active security clearance.

Minimum Years of Experience: 5 years
Minimum Education: Bachelor’s Degree
Certification Requirements: PMP certification preferred but not required

2.18 Senior Strategist

Functional Responsibility: Provide executive level strategic SME advice and guidance. Identify challenges and develop recommendations; and develop a strategy for continuous improvement. Serve as an extension to leadership and support specific project assignments to facilitate successful resolution of complex issues vital to enterprise performance. Review and analyze strategic initiatives; identifying alternative approaches and recommending solutions. Innovate approaches, schemas, metrics/measures and governance practices yielding high value add from investments and operating service and cost effectiveness. Assist in developing communication strategies. Provides assistance in developing alternative strategies for information sharing, security, performance and standards. Provide SME executive strategic advice and guidance. May require interim or active security clearance.

Minimum Years of Experience: 12 years
Minimum Education: Bachelor’s Degree, higher education degrees preferred

2.19 Subject Matter Expert I

Functional Responsibility: Develop and apply advanced strategic planning, and decision support. Responsible for providing high level vision to program to influence objectives of complex efforts and organizational performance. Provides guidance on functional procedures, processes, and policies. Possesses expert level knowledge of functional areas. May require interim or active security clearance.
**Minimum Years of Experience:** 5 years

**Minimum Education:** Bachelor’s Degree, higher education degrees preferred

### 2.20 Subject Matter Expert II

**Functional Responsibility:** Develop and apply advanced strategic planning, and decision support. Responsible for providing high level vision to program to influence objectives of complex efforts and organizational performance. Provides guidance on functional procedures, processes, and policies. Possesses expert level knowledge of functional areas. May require interim or active security clearance.

**Minimum Years of Experience:** 7 years

**Minimum Education:** Bachelor’s Degree, higher education degrees preferred

### 2.21 Subject Matter Expert III

**Functional Responsibility:** Develop and apply advanced strategic planning, and decision support. Responsible for providing high level vision to program to influence objectives of complex efforts and organizational performance. Provides guidance on functional procedures, processes, and policies. Possesses expert level knowledge of functional areas. May require interim or active security clearance.

**Minimum Years of Experience:** 10 years

**Minimum Education:** Bachelor’s Degree, higher education degrees preferred
3 Awarded Rates (SIN 541611)

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

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Hourly Rates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Analyst</td>
<td>$104.69</td>
</tr>
<tr>
<td>Business Process Reengineering Consultant I</td>
<td>$159.29</td>
</tr>
<tr>
<td>Business Process Reengineering Consultant II</td>
<td>$211.59</td>
</tr>
<tr>
<td>Business Subject Matter Specialist</td>
<td>$156.17</td>
</tr>
<tr>
<td>Consultant I</td>
<td>$141.06</td>
</tr>
<tr>
<td>Consultant II</td>
<td>$186.40</td>
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<tr>
<td>Consultant III</td>
<td>$226.70</td>
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<tr>
<td>Functional Analyst I</td>
<td>$55.42</td>
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<tr>
<td>Functional Analyst II</td>
<td>$85.64</td>
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<tr>
<td>Functional Analyst III</td>
<td>$125.94</td>
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<tr>
<td>Management Consultant I</td>
<td>$176.32</td>
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<td>Management Consultant II</td>
<td>$241.81</td>
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<td>Program Director</td>
<td>$297.23</td>
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<td>Program Manager</td>
<td>$189.42</td>
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<td>Project Control Specialist</td>
<td>$95.72</td>
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<tr>
<td>Project Manager I</td>
<td>$117.46</td>
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<tr>
<td>Project Manager II</td>
<td>$156.17</td>
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<tr>
<td>Senior Strategist</td>
<td>$271.61</td>
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<tr>
<td>Subject Matter Expert I</td>
<td>$192.27</td>
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<tr>
<td>Subject Matter Expert II</td>
<td>$226.70</td>
</tr>
<tr>
<td>Subject Matter Expert III</td>
<td>$261.96</td>
</tr>
</tbody>
</table>

**Service Contract Labor Standards**: The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule 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 for SCLS eligible labor categories. If and / or when the contractor adds SCLS labor categories / employees to the contract through the modification process, the contractor 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. Failure to do so may result in cancellation of the contract.