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
Federal Supply Group: Professional Services
Sparksoft Corporation
5520 Research Park Drive, Ste 210
Catonsville, MD 21228
Office: 703-327-0077
Fax: 703-563-6013
Woman Owned Small Business

Contract Number: 47QRAA20D005E
Period Covered by Contract: March 27, 2020 – March 26, 2025
Contract Administrator: Sundi Natarajan sundi@sparksoftcorp.com

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

Contract period
Customer Information:

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

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</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>
</tr>
<tr>
<td>541990RISK</td>
<td>Risk Assessment and Mitigation Services</td>
</tr>
<tr>
<td>541990TAD</td>
<td>Technical/Application Development Support (TADS)</td>
</tr>
<tr>
<td>611430</td>
<td>Professional and Management Development Training Services</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.

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.

2. Maximum Order: $1,000,000.00

3. Minimum Order: $1,000.00

4. Geographic Coverage (delivery Area): Domestic

5. Point(s) of production (city, county, and state or foreign country): N/A

6. Discount from list prices or statement of net price: Government net prices (discounts already deducted).

7. Quantity discounts: None Offered

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.

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 the micropurchase threshold

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

11a. Time of Delivery (Contractor insert number of days): Specified on the Task Order and shall deliver or perform services in accordance with the terms negotiated in an agency’s 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):**
Sparksoft Corporation  
5520 Research Park Dr Ste 210  
Catonsville, MD 21228  
Office: 703-327-0077  
Fax: 703-563-6013

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(es):**  
Sparksoft Corporation  
5520 Research Park Dr Ste 210  
Catonsville, MD 21228  
Office: 703-327-0077  
Fax: 703-563-6013

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:** 800441755

26. **Notification regarding registration in the System for Award Management (SAM) Database:** Registered
<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Functional Responsibility</th>
<th>Minimum Education</th>
<th>Minimum Years of Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consultant, Administrative I</td>
<td>Administrative consultants assist in performing administrative functions concerned with project management. Expertise is in a particular area of a specific functional area (e.g., finance, logistics, and operations). Responsibilities may include, but are not limited to, project coordination, budgeting, project cost control, meeting minutes, planning, project schedule, training, contract reporting, project status and performance, deliverable management, contract compliance, risk tracking, process management, quality management, risk mitigation, procurement, and subcontractor management. Administrative Consultants level I receive regular direct guidance and mentoring from their managers. They are responsible for personal work items, which are regularly reviewed by other team members. This position requires a Bachelors degree.</td>
<td>Bachelors</td>
<td>0</td>
</tr>
<tr>
<td>Consultant, Administrative II</td>
<td>Administrative consultants assist with project management duties. They oversee or perform administrative functions concerned with project management. Expertise is in a particular area of a specific functional area (e.g., finance, logistics, and operations). Responsibilities may include, but are not limited to, project coordination, budgeting, project cost control, meeting minutes, planning, project schedule, training, contract reporting, project status and performance, deliverable management, contract compliance, risk tracking, process management, quality management, risk mitigation, procurement, and subcontractor management. Administrative Consultants level II receive guidance from their managers. They are responsible for personal work items, which are reviewed by senior team members. This position requires a Bachelors degree and 2 years of experience.</td>
<td>Bachelors</td>
<td>2</td>
</tr>
<tr>
<td>Consultant, Administrative III</td>
<td>Administrative consultants assist with project management duties. They oversee or perform administrative functions concerned with project management. Expertise is in a particular area of a specific functional area (e.g., finance, logistics, and operations). Responsibilities may include, but are not limited to, project coordination, budgeting, project cost control, meeting minutes, planning, project schedule, training, contract reporting, project status and performance, deliverable management, contract compliance, risk tracking, process management, quality management, risk mitigation, procurement, and subcontractor management. Administrative Consultants level III receive direct guidance from their managers. They own their personal work items and need to work well in a group. This position requires a Bachelors degree and 6 years of experience.</td>
<td>Bachelors</td>
<td>6</td>
</tr>
<tr>
<td>Consultant, Administrative IV</td>
<td>Administrative consultants assist with project management duties. They oversee or perform administrative functions concerned with project management. Expertise is in a particular area of a specific functional area (e.g., finance, logistics, and operations). Responsibilities may include, but are not limited to, project coordination, budgeting, project cost control, meeting minutes, planning, project schedule, training, contract reporting, project status and performance, deliverable management, contract compliance, risk tracking, process management, quality management, risk mitigation, procurement, and subcontractor management. Administrative Consultants level IV are independent workers. They interface with levels of internal and client leadership other than executive leadership. They may be responsible for projects of average complexity in a team environment. This position requires a Bachelors degree and 8 years of experience.</td>
<td>Bachelors 8</td>
<td></td>
</tr>
<tr>
<td>Consultant, Administrative V</td>
<td>Administrative consultants assist with project management duties. They oversee or perform administrative functions concerned with project management. Expertise is in a particular area of a specific functional area (e.g., finance, logistics, and operations). Responsibilities may include, but are not limited to, project coordination, budgeting, project cost control, meeting minutes, planning, project schedule, training, contract reporting, project status and performance, deliverable management, contract compliance, risk tracking, process management, quality management, risk mitigation, procurement, and subcontractor management. Administrative Consultants level V are independent workers. They interface with all levels of internal and client management. They are required to own work items of significant complexity and may need to manage other team members. This position requires a Bachelors degree and 10 years of experience.</td>
<td>Bachelors 10</td>
<td></td>
</tr>
<tr>
<td>Consultant, Technical I</td>
<td>Provides research and analysis of and develops solutions to complex problems and processes relating to the subject matter. Applies technical expertise and maintains knowledge of other related disciplines. Supports the successful completion of major programs in a team member role. Develops technical solutions to complex problems that require the regular use of ingenuity and creativity. Exercises considerable latitude in determining technical objectives of assignment. Works with the senior technical leadership internally to convert business requirements into system functional, non-functional, and operational requirements; provides requirements documentation; develops, maintains, and provides feedback for documentation; develops process models, use cases, and scenarios. This position requires a Bachelors degree and 2 years of experience.</td>
<td>Bachelors 2</td>
<td></td>
</tr>
<tr>
<td>Consultant, Technical II</td>
<td>Provides research and analysis of and develops solutions to complex problems and processes relating to the subject matter. Applies technical expertise and maintains knowledge of other related disciplines. Supports the successful completion of major programs and is responsible for key technical areas. Develops technical solutions to complex problems that require the regular use of ingenuity and creativity. Exercises considerable latitude in determining technical objectives of assignment. Works with the senior technical leadership and may participate in customer discussions to convert business requirements into system functional, non-functional, and operational requirements; provides requirements documentation; develops, maintains, and provides feedback for documentation; develops process models, use cases, and scenarios. This position requires a Bachelors degree and 6 years of experience.</td>
<td>Bachelors 6</td>
<td></td>
</tr>
</tbody>
</table>
Consultant, Technical III

Provides research and analysis of and develops solutions to complex problems and processes relating to the subject matter. Applies technical expertise and maintains knowledge of other related disciplines. Supports the successful completion of major programs and may function in a technical leadership role. Develops technical solutions to complex problems that require the regular use of ingenuity and creativity. Exercises considerable latitude in determining technical objectives of assignment. Works with the customer to convert business requirements into system functional, non-functional, and operational requirements; provides requirements documentation; liaises with stakeholders to elicit, analyze, communicate, and validate requirements and business processes; develops, maintains, and provides feedback for documentation; develops process models, use cases, and scenarios; manages the group requirements review session; and manages requirements and artifacts using the appropriate requirements management tools. This position requires a Bachelors degree and 8 years of experience.

Consultant, Technical IV

Provides research and analysis of and develops solutions to complex problems and processes relating to the subject matter. Applies technical expertise and maintains knowledge of other related disciplines. Supports the successful completion of major programs and may function in a technical leadership role. Develops technical solutions to complex problems that require the regular use of ingenuity and creativity. Exercises considerable latitude in determining technical objectives of assignment. Works with the customer to convert business requirements into system functional, non-functional, and operational requirements; provides requirements documentation; liaises with stakeholders to elicit, analyze, communicate, and validate requirements and business processes; develops, maintains, and provides feedback for documentation; develops process models, use cases, and scenarios; manages the group requirements review session; and manages requirements and artifacts using the appropriate requirements management tools. Oversees efforts in the area of their technical expertise. This position requires a Bachelors degree and 10 years of experience.

Consultant, Technical V

Provides research and analysis of and develops solutions to complex problems and processes relating to the subject matter. Recognized as a technical expert in their area or knowledge base. Applies technical expertise and maintains knowledge of other related disciplines. Supports the successful completion of major programs and may function in a technical leadership role. Develops technical solutions to complex problems that require the regular use of ingenuity and creativity. Exercises considerable latitude in determining technical objectives of assignment. Works with the customer to convert business requirements into system functional, non-functional, and operational requirements; provides requirements documentation;
liaises with stakeholders to elicit, analyze, communicate, and validate requirements and business processes; develops, maintains, and provides feedback for documentation; develops process models, use cases, and scenarios; manages the group requirements review session; and manages requirements and artifacts using the appropriate requirements management tools. Oversees full scale efforts integrating aspects of various technologies. This position requires a Masters degree and 12 years of experience.
LABOR CATEGORY RATES - GSA SCHEDULE CONTRACT Multiple Award Schedule
(541611, 541990RISK, 541990TAD, 611430)
(All Rates are inclusive of IFF)

<table>
<thead>
<tr>
<th>Vendor Labor Category</th>
<th>03/27/2020-03/26/2021</th>
<th>03/27/2021-03/26/2022</th>
<th>03/27/2022-03/26/2023</th>
<th>03/27/2023-03/26/2024</th>
<th>03/27/2024-03/26/2025</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consultant, Administrative I</td>
<td>$72.14</td>
<td>$73.58</td>
<td>$75.05</td>
<td>$76.56</td>
<td>$78.09</td>
</tr>
<tr>
<td>Consultant, Administrative II</td>
<td>$80.71</td>
<td>$82.32</td>
<td>$83.97</td>
<td>$85.65</td>
<td>$87.36</td>
</tr>
<tr>
<td>Consultant, Administrative III</td>
<td>$101.61</td>
<td>$103.64</td>
<td>$105.72</td>
<td>$107.83</td>
<td>$109.99</td>
</tr>
<tr>
<td>Consultant, Administrative IV</td>
<td>$136.30</td>
<td>$139.03</td>
<td>$141.81</td>
<td>$144.64</td>
<td>$147.54</td>
</tr>
<tr>
<td>Consultant, Administrative V</td>
<td>$184.47</td>
<td>$188.16</td>
<td>$191.92</td>
<td>$195.76</td>
<td>$199.68</td>
</tr>
<tr>
<td>Consultant, Technical I</td>
<td>$110.76</td>
<td>$112.98</td>
<td>$115.23</td>
<td>$117.54</td>
<td>$119.89</td>
</tr>
<tr>
<td>Consultant, Technical II</td>
<td>$132.35</td>
<td>$135.00</td>
<td>$137.70</td>
<td>$140.45</td>
<td>$143.26</td>
</tr>
<tr>
<td>Consultant, Technical III</td>
<td>$149.05</td>
<td>$152.03</td>
<td>$155.07</td>
<td>$158.17</td>
<td>$161.34</td>
</tr>
<tr>
<td>Consultant, Technical IV</td>
<td>$207.05</td>
<td>$211.19</td>
<td>$215.41</td>
<td>$219.72</td>
<td>$224.12</td>
</tr>
<tr>
<td>Consultant, Technical V</td>
<td>$295.85</td>
<td>$301.77</td>
<td>$307.80</td>
<td>$313.96</td>
<td>$320.24</td>
</tr>
</tbody>
</table>

EDUCATION / EXPERIENCE SUBSTITUTIONS

It is the policy of Sparksoft to hire the most capable employees for all positions. In some instances, education and experience may be substituted interchangeably in order to meet the goals of hiring the best individual for the position. Specifically, Four years of work experience in a related field can be substituted for a Bachelor's degree; two additional years of experience with a Bachelor's degree can be substituted for a Master's Degree.