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

Multiple Award Schedule
FSC Group: Professional Services

Contract Number: 47QRAA22D00EB
Contract Period: September 1, 2022 – August 31, 2027

Price List Current as of Modification #PA-0002, effective September 6, 2022
Prices Shown Herein are Net (discount deducted)

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

Contractor: Lafayette Group, Inc.
1919 Gallows Road, Suite 630
Vienna, Virginia 22182

Business Size: Other Than Small Business

Telephone: (703) 760-8866
FAX Number: (703) 760-8870
Web Site: www.lafayetegroup.com
E-mail: jferrigno@lafayetegroup.com
Contract Administration: Jonathan Ferrigno

Lafayette Group, Inc. Contract Number: 47QRAA22D00EB
CUSTOMER INFORMATION:

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers: OLM, 541810ODC/RC, 541820/RC, 541910/RC, 541613/RC, and 541611/RC.

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. Not Applicable.

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 outlined below.

2. Maximum Order: $1,000,000.00

3. Minimum Order: $100

4. Geographic Coverage (delivery Area): Domestic Only

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). See prices attached

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.

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

10a. Time of Delivery (Contractor insert number of days): Specified on the Task Order

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

10c. Overnight and 2-day delivery: Overnight and 2-day delivery is available and customer may contact the Contractor for rates.

Lafayette Group, Inc. Contract Number: 47QRAA22D00EB
10d. Urgent Requirements: Contact Contractor

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

12a. Ordering Address(es): Same as contractor

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: Lafayette Group, Inc. 1919 Gallows Road, Suite 630, Vienna, Virginia 22182.

14. Warranty provision: Contractor’s Standard Commercial Warranty

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

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

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

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A

18b. Terms and conditions for any other services (if applicable): N/A

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

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

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

22a. Special attributes such as environmental attributes, (e.g., recycled content, energy efficiency, and/or reduced pollutants): N/A

Lafayette Group, Inc. Contract Number: 47QRAA22D00EB
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 (e.g. contactor’s website or other location.) The EIT standards can be found at: www.Section508.gov. N/A

23. Unique Entity Identifier (UEI) number: YT2AME83B1X1

24. Notification regarding registration in System for Award Management (SAM) database: Contractor is registered and active in SAM.gov.
Company Background

Lafayette Group was founded in 1994 to focus on the public safety and national security needs of Federal, State, and local government agencies. With a cadre of senior officials who have served in law enforcement, criminal justice, public safety, and the military, Lafayette Group offers government agencies a broad array of experience and talents that may be tailored to the unique requirements of each assignment.

Lafayette Group supports a comprehensive portfolio of U.S. Government programs in the areas of national security and intelligence, counter-terrorism, crime control, corrections, counter-narcotics policy, cybersecurity, infrastructure protection, public safety broadband, and emergency communications.

A Record of Distinguished Service

Lafayette Group brings many years of technology and program management experience for its clients. Lafayette Group has been recognized for excellent performance, supporting its U.S. Government clients, as indicated by its CPAR reports. Additionally, Lafayette Group has worked with U.S. Government and public safety organizations for more than 25 years. The staff’s exceptional work has been recognized nationally, receiving awards from the Attorney General, the National Sheriffs Association, and the National District Attorneys Association. Principals have received awards from the U.S. Congress, the Attorney General, and the President for distinguished service to our Nation.

Lafayette Group’s seasoned team members include those who served at all levels of American Government, working with distinction in roles as different as beat cop and Presidential appointee. From city streets to the halls of Congress, they have earned numerous honors and awards from prominent national associations.

Lafayette Group provides support services to the following clients:

• U.S. Government Agencies
• State and Local Agencies
• National Community Service Organizations
• Private sector companies that are under contract with U.S. Government agencies
Services

Lafayette Group provides services in the following four GSA Special Identification Number (SIN) categories under the GSA Multiple Award Schedule:

SIN 541820: PUBLIC RELATIONS SERVICES
SIN 541910: MARKETING RESEARCH AND ANALYSIS
SIN 541613: MARKETING CONSULTING SERVICES
SIN 541611: MANAGEMENT AND FINANCIAL CONSULTING, ACQUISITION AND GRANTS MANAGEMENT SUPPORT, AND BUSINESS PROGRAM AND PROJECT MANAGEMENT SERVICES

In the following subsections, we describe how Lafayette Group will accomplish tasks requested by agencies.

SIN 541820: PUBLIC RELATIONS SERVICES

Lafayette Group has provided experienced staff that provide clients with hard-hitting marketing support and public relations materials that help define and distinguish their clients’ unique capabilities and skills. Specific tasks in this area have included developing PowerPoint presentations, providing media releases, producing pamphlets with graphic displays, and assisting with presentations to key audiences.

Lafayette Group has extensive experience assisting Government agencies with the development and dissemination of an effective media message. We have put on numerous media events for government. Our strategy focuses on identifying a “target audience” and then presenting materials in a manner that demonstrates an understanding and awareness of their concerns. Materials are prepared to attract interest and focus on the benefits provided by our clients.

SIN 541910: MARKETING RESEARCH AND ANALYSIS

Lafayette Group has developed and implemented comprehensive marketing and communications strategies and plans for corporate, government, and nonprofit clients. Services have included conducting research (including focus groups, intercept interviews, telephone surveys, and web-based surveys), developing goals and objectives, analyzing marketing data, and executing all aspects of marketing and communications strategies.

Conducting Research. Lafayette Group has extensive experience developing and conducting research on a variety of marketing topics, including identifying and segmenting target audiences and ascertaining and understanding audience preferences and needs. Lafayette Group has experience developing surveys and moderator’s guides and conducting research through focus groups, intercept interviews, telephone surveys, mail-in surveys, and web-based surveys. Lafayette Group also analyzes research data and uses it to formulate strategies and make recommendations to the client.
Developing Marketing Strategic and Plans. Lafayette Group has developed and executed marketing strategies and plans for commercial, government, and nonprofit clients. Work includes identifying target audiences, conducting research, developing strategies, developing goals and objectives, identifying opportunities for market penetration, identifying appropriate marketing and communication channels, identifying appropriate marketing materials, developing marketing materials, and executing the plan.

**SIN 541613: MARKETING CONSULTING SERVICES**

Lafayette Group has extensive experience in all aspects of marketing and media services. Experience includes planning strategic, product production, and operational execution, which provides Lafayette Group clients with a comprehensive approach to marketing, media, and public information services. Specifically, experience with campaign organization, issue prioritization, repetitive theme creation, writing, editing, art and graphic design, etc. permits a holistic approach to marketing, media and public information services. Additionally, as former government officials, Lafayette Group personnel have working knowledge of the needs and requirements of government clients. Specific tasks include:

**Strategic Planning**
- Theme Research
- Audience Identification
- Definition of Objectives
- Interviews
- Workshops
- Survey Design

**Product Development**
- Original Writing
- Editing
- Art and Graphic Design
- Video Production
- Conference Booth Design

**Operational Execution**
- White Papers
- Memorandums
- PowerPoint presentations
- Draft legislative language
- Meetings and workshops
- Flyers
- Press Releases

Lafayette Group, Inc. Contract Number: 47QRAA22D00EB
Lafayette Group specializes in assisting Federal agencies in refining business processes and successfully implementing programs that support their organizational mission and national security objectives.

Our broad-based scope of consulting services (e.g., advisory support, analysis, reporting, strategic planning, process improvement) range from developing project scope, as in the Interoperable Communications Technical Assistance Program, to providing recommendations to increase efficiency and effectiveness, as in the Communications Assistance for Law Enforcement Act Project and the Terrorism Early Warning Group Technical Assistance Program.

Lafayette Group specializes in program and project management services for Federal, state, and local government clients as they oversee interoperable communications and law enforcement related projects. Lafayette Group brings experience and subject matter expertise in assisting agencies in managing their mission-oriented business projects or programs and achieving mission performance goals. With experience supporting clients across all aspects of the program/project management life cycle, Lafayette Group provides the necessary management, coordination support, and task execution to ensure a successful project.
Labor Category Descriptions

Acceptable Equivalencies: A Bachelor’s Degree and 3 additional years of relevant experience may be substituted for a Master’s Degree. A High School diploma and 7 additional years of relevant experience may be substituted for a Master’s Degree. A High School diploma and 4 additional years of relevant experience may be substituted for a Bachelor’s Degree.

Principal

General Experience/Responsibility: Directs and coordinates strategic planning; public relations; and integrated marketing, consulting, and business program support services in accordance with project specifications and contract objectives. May serve as the primary interface with client representatives. Establishes and maintains relationships with clients and business partners. Manages and evaluates staff performance. Specific responsibilities include but, are not limited to, the following:

- Ensuring that project activities and deliverables align with contract objectives and applicable regulations and directives;
- Ensuring quality and compliance with client expectations through performance metrics, applying best-business practices, staff and client project status meetings, review of staff work, and issuance of directives;
- Defining project objectives and agendas;
- Managing project staffing, schedules, work planning, quality and timely deliverables, and resource allocation (e.g. staff, equipment, supplies);
- Applying innovative approaches and expert knowledge derived from a broad range of cross industry/functional Government and Commercial experience for the purpose of providing applicable and effective marketing/public relations strategies and integrated marketing and consulting solutions;
- Controlling expenditures in accordance with budget allocations; and
- Ensure overall quality performance to include the quality of deliverables and reports.

Minimum Training, Certifications, and Education: Master’s Degree with fifteen (15) years of relevant experience in business or related technical field.

Senior Consulting Engineer

General Experience/Responsibility: Supplements the skills of the Principal and project staff with a keen understanding of, and expertise in, program/subject matter and related marketing and public relations techniques and practices. Specific responsibilities include but, are not limited to, the following:

- Performing applied research development and analysis to support marketing research initiatives;
- Providing expert advice, guidance, or consulting in strategic planning, production development, and operational execution in assessing requirements and developing

Lafayette Group, Inc. Contract Number: 47QRAA22D00EB
applicable marketing solutions and effective public relations campaigns;
• Lead strategic marketing activities and the development integrated marketing solutions; and
• Applying advanced skills and experience in systems development, detailed knowledge of business processes, technical background and supervisory skills to implement integrated marketing solutions and appropriate public relations campaigns.

Minimum Training, Certifications, and Education: Master’s Degree with ten (10) years of experience in a business or technical field.

Telecommunications Engineer

General Experience/Responsibility: Applies their strong analytical and technical skills related to project subject matter (e.g. law enforcement, security, information technology) to assist in implementing project objectives and solutions. Directed to exercise core skills on projects, and may be directed to guide small teams. Specific responsibilities include but, are not limited to, the following:
• Ensuring project outcomes, products, and solutions align with industry best-practices;
• Applying knowledge, capabilities, and tools based on in-depth industry/functional experiences with commercial client;
• Consulting with clients to ascertain and define needs or problem areas related to subject matter;
• Conducting research activities to obtain concrete data required to facilitate the development and implementation of effective project solutions;
• Advising clients on innovative and creative project alternatives;
• Working directly with senior level clients to set project strategy;
• Performing program management support tasks, such as status reporting and work plan maintenance; and
• Preparing and conducting executive-level presentations and briefings.

Minimum Training, Certifications, and Education: Bachelor’s Degree with ten (10) years of Experience, to include five (5) years in field related to subject matter.

Program Manager

General Experience/Responsibility: Manages program/project staff, resources, and requirements to ensure that specified program or project activities are carried out in accordance with contract objectives and client expectations. Specific responsibilities include but, are not limited to, the following:
• Planning and developing methods and procedures for implementing program;
• Directing and coordinating program activities;
• Managing all program/project resources (e.g. staff, budget, equipment) to ensure the consistent and quality delivery of effective consulting, public relations and marketing, or

Lafayette Group, Inc. Contract Number: 47QRAA22D00EB
business support solutions;
- Serving as the primary point of contact with the client and client-designated representatives;
- Ensuring the quality and timeliness of deliverables;
- Preparing and delivering program/project reports and deliverables; and
- Controlling expenditures in accordance with budget allocations.

**Minimum Training, Certifications, and Education:** Bachelor’s Degree with ten (10) years of experience, to include five (5) years of experience specifically related to project/program management and/or marketing and public relations.

**Senior Consultant I**

**General Experience/Responsibility:** Applies advanced skills and expert knowledge of subject matter to define requirements to develop targeted public relations campaigns and appropriate marketing solutions, and implement effective marketing research methodologies. Provides direction to project teams and interacts with clients at the supervisory level. Specific responsibilities include but are not limited to, the following:

- Leading staff in conducting marketing research and analysis initiatives;
- Developing strategy that support marketing and public relations activities;
- Participating in quality reviews to ensure work complies with specified standards and aligns with industry-best practices;
- Assisting in project strategy and budget preparation;
- Performing studies and conducting surveys to obtain data required to assess issues/requirements and develop basis for target marketing solutions; and
- Analyzing data to determine appropriate marketing solutions and methods.

**Minimum Training, Certifications, and Education:** Bachelor’s Degree in Marketing, Advertising, or a related field with ten (10) years of relevant experience.

**Senior Consultant II**

**General Experience/Responsibility:** Applies advanced skills and expert knowledge of subject matter to define requirements to develop targeted public relations campaigns and appropriate marketing solutions, and implement effective marketing research methodologies. Provides direction to project teams and interacts with clients at the supervisory level. Specific responsibilities include but are not limited to, the following:

- Leading staff in conducting marketing research and analysis initiatives;
- Developing strategy that support marketing and public relations activities;
- Participating in quality reviews to ensure work complies with specified standards and aligns with industry-best practices;
- Assisting in project strategy and budget preparation;

Lafayette Group, Inc. Contract Number: 47QRAA22D00EB
• Performing studies and conducting surveys to obtain data required to assess issues/requirements and develop basis for target marketing solutions; and
• Analyzing data to determine appropriate marketing solutions and methods.

Minimum Training, Certifications, and Education: Bachelor’s Degree in Marketing, Advertising, or a related field with six (6) years of relevant experience.

Senior Technical Assistant

General Experience/Responsibility: Coordinates with internal and external customer organizations to ensure successful completion of project. Specific responsibilities include but are not limited to, the following:

• Ensuring adherence to project schedules and coordinating project status meetings;
• Supporting all operational functions of project;
• Ensuring needed materials and resources are accessible to the project team;
• Assisting in the coordination and routing of contract deliverables;
• Assisting in the preparation of contract reporting; and
• Maintaining work request logs and assisting in the distribution of work requests to appropriate project staff.

Minimum Training, Certifications, and Education: Bachelor’s Degree in Business Administration, Marketing, or a related field plus four (4) years of related experience. Degree may be substituted for with four (4) additional years of experience in a related field.

Technical Writer

General Experience/Responsibility: Develops, writes, and edits material for reports, manuals, briefs, proposals, instruction books, catalogs, and brochures in support of program or project objectives. Specific responsibilities include but are not limited to, the following:

• Receiving writing and editing assignments from management staff and/or other authorized staff;
• Organizing written material and completing writing assignments according to set standards;
• Reviewing written materials and recommending revisions and/or changes in scope, format, content, and methods of reproduction and binding;
• Maintaining records and files of work and revisions;
• Selecting and/or developing photographs, drawings, sketches, diagrams, and charts to provide illustration to accompany written material;
• Laying out material for publication;
• Arranging for typing, duplication, and distribution of material; and
• Editing, standardizing, or changing material prepared by other writers.
Minimum Training, Certifications, and Education: Bachelor’s Degree in English, Advertising, or a related field. Degree may be substituted for with four (4) years of additional experience in a related field.

Supervisor

General Experience/Responsibility: Supervises and coordinates activities of personnel engaged in developing and implementing client program or project objectives. Specific responsibilities include but, are not limited to, the following:

- Managing employee workload, schedules, and assignments;
- Monitoring status of on-going work;
- Reviewing reports, and other deliverables prepared by personnel for clarity, completeness, accuracy, and conformance with quality standards;
- Communicating with managers to report status of assigned tasks;
- Planning and coordinating training of personnel; and
- Interviewing job applicants and making recommendations for hire.

Minimum Training, Certifications, and Education: Bachelor’s Degree in Human Resources, Marketing, Management, or a related field is preferred.

Data Entry

General Experience/Responsibility: Enters alphabetic, numeric, or symbolic data from source documents into computer, using data entry devices such as keyboard or optical scanner. Specific responsibilities include but, are not limited to, the following:

- Comparing data entered with source documents;
- Re-entering data in verification format on screen to detect errors;
- Compiling, sorting, and verifying accuracy of data to be entered; and
- Maintaining record of work completed.

Minimum Training, Certifications, and Education: Bachelor’s Degree with two (2) years of experience required.

Enterprise Engineer

General Experience/Responsibility: Provides publications expertise in support of marketing and public relations initiatives. Specific responsibilities include but, are not limited to, the following:

- Developing, writing, and editing material for reports, manuals, briefs, proposals, instruction books, catalogs, and other marketing and public relations collateral.
- Managing team of subject matter experts and other members of the project
team to development content for publications;
- Organizing material and completing writing assignments in accordance with set standards regarding order, clarity, conciseness, style, and terminology;
- Finalizing copy for publication and making recommendations regarding format, layout, and methods of reproduction and binding;
- Maintaining records and files of work and revisions; and
- Selecting and/or developing photographs, drawings, sketches, diagrams, and charts to illustrate material.

**Minimum Training, Certifications, and Education:** Bachelor’s Degree in English, Journalism, Advertising, or a related field. Degree may be substituted for with four (4) years of experience in related field and a High School Diploma.

**Administrative Services Officer**

**General Experience/Responsibility:** Provide administrative support to project management and staff. Specific responsibilities include but, are not limited to, the following:

- Preparing project-related correspondence to facilitate client and project staff communication (e.g. notices, memorandums);
- Coordinating all aspects of group meetings to include managing logistics, providing on-site administrative support, and keeping minutes;
- Creating and/or designing presentation formats using advanced graphics;
- Analyzing data and prepare reports;
- Maintaining project records and acting as custodian of project documents and records (e.g. file of deliverable, project reporting records); and
- Performing other administrative services (e.g. reception services, editing, filing, schedule maintenance, data entry) as assigned.

**Minimum Training, Certifications, and Education:** Bachelor’s Degree in Business Administration or Management, or a related field. Degree may be substituted for with a High School Diploma plus four (4) additional years of administrative experience.

**Technical Assistant**

**General Experience/Responsibility:** Assisting in the routine administration duties of client programs and projects. Specific responsibilities include but, are not limited to, the following:

- Acting as the focal point for coordinating general administration and procedural items;
- Providing general administrative support to program managers and designated project staff;
- Coordinating and arranging meetings and conferences; and
- Compiling presentations, reports and spreadsheets, as required.

Lafayette Group, Inc. Contract Number:
47QRAA22D00EB
Minimum Training, Certifications, and Education: High School graduate plus three (3) years of related experience. Associate’s Degree from an accredited college or university, or two years of experience in a related field is preferred.

Monitor

General Experience/Responsibility: Assisting in the routine administration duties of marketing and public relations related programs. Specific responsibilities include but are not limited to, the following:

- Supporting the coordination of general administration and procedural items;
- Providing general administrative support;
- Providing administrative and logistical assistance in support of project related meetings and conferences; and
- Assisting in the preparation of reports, memorandums, presentations, and other collateral, as required.

Minimum Training, Certifications, and Education: High School graduate required. Associate’s Degree from an accredited college or university is preferred.

Office Coordinator

General Experience/Responsibility: Organizes office operations and procedures, such as typing, bookkeeping, preparation of payrolls, flow of correspondence, filing, requisition of supplies, reception activities, and other clerical services. Specific responsibilities include but are not limited to, the following:

- Supporting compliance with procedures for retention, protection, retrieval, transfer, and disposal of records;
- Reviewing clerical, personnel, and other project related records to ensure completeness, accuracy, and timeliness;
- Assisting in the preparation of activity reports; and
- Compiling, storing, and retrieving project related data.

Minimum Training, Certifications, and Education: High School graduate required. Associate’s Degree from an accredited college or university is preferred.

Subject Matter Expert I

General Experience/Responsibility: Provides technical knowledge and analysis of highly specialized applications and operational environments; high-level functional systems analysis; and design, integration, documentation, and implementation advice on moderately complex problems that require an appropriate level of knowledge of the subject matter for effective implementation. Applies principles, methods, and knowledge of the functional area of capability
to specific task order requirements, and advanced mathematical principles and methods to exceptionally difficult and narrowly defined technical problems in engineering and other scientific applications to arrive at automated solutions. Assists other senior consultants with analysis and evaluation and with the preparation of recommendations for system improvements, optimization, development, and/or maintenance efforts in the following specialties: information systems architecture; networking; telecommunications; automation; communications protocols; risk management/electronic analysis; software; lifecycle management; software development methodologies; and modeling and simulation.

**Minimum Training, Certifications, and Education:** Bachelor’s Degree with 5 years of experience

**Subject Matter Expert II**

**General Experience/Responsibility:** Analyzes user needs to determine functional requirements, define problems, and develop plans and requirements in the subject matter area for moderately complex to complex systems related to information systems architecture; networking; telecommunications; automation; communications protocols; risk management/electronic analysis; software; lifecycle management; software development methodologies; and modeling and simulation. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Possesses requisite knowledge and expertise so recognized in the professional community that the government is able to qualify the individual as an expert in the field for an actual task order. Demonstrates exceptional oral and written communication skills.

**Minimum Training, Certifications, and Education:** Bachelor’s Degree with 8 years of experience

**Research Analyst I**

**General Experience/Responsibility:** Prepares and conducts analyses and studies, needs assessments, requirements analysis/definition, and cost/benefit analyses. Develops and analyzes metrics, performance measurements, requirements, reports and recommendations related to management, organizational structure, policy/procedures, and business systems. Familiar with emergency management/homeland security or emergency telecommunications policies.

**Minimum Training, Certifications, and Education:** High School graduate with 1 year of experience

**Research Analyst II**

**General Experience/Responsibility:** Prepares and conducts analyses and studies, needs assessments, requirements analysis/definition, and cost/benefit analyses of telecommunications concepts, plans, and technologies. Experienced with emergency telecommunications analysis.

**Minimum Training, Certifications, and Education:** Bachelor’s Degree with 3 years of experience
Telecomm Analyst

General Experience/Responsibility: Formulates and applies modeling and other optimizing methods to develop and interpret information that assists management with decision making, policy formulation, or other managerial functions. May collect and analyze data and develop decision support software, services, or products. May develop and supply optimal time, cost, or logistics networks for program evaluation, review, or implementation.

Minimum Training, Certifications, and Education: Bachelor’s Degree with 3 years of experience

Information Assurance Specialist

General Experience/Responsibility: Serves as Information Systems Security Officer (ISSO) for government information systems. Addresses all security-related issues or concerns, ensuring compliance with government security policies and procedures to maintain a compliant information systems security program and coordinating system approvals to operate. Leverages experience supporting compliance with the Federal Information Security Management Act. Familiar with Certification and Accreditation documentation and system authorization artifacts and will be required to support the development, review, and submission of this documentation.

Minimum Training, Certifications, and Education: Bachelor’s Degree with 5 years of experience

Management Analyst

General Experience/Responsibility: Conducts organizational studies and evaluations, designs systems and procedures, conducts work simplification and measurement studies, and prepares operations and procedures manuals to assist management in operating more efficiently and effectively.

Minimum Training, Certifications, and Education: Bachelor’s Degree with 1 year of experience

Data and Modeling Analyst I

General Experience/Responsibility: Provides technical and administrative direction for problem definition, analysis, requirements development, and implementation of data modeling solutions to meet the needs of the organization's information systems. Manages the flow of information between entities through the use of relational databases and dashboards. Maintains data integrity by working to eliminate redundancy. Stays informed of the ways the organization uses its data and ensures that they align with current standards, best practices, and tools like Tableau, Navicat, ER/Studio, etc.
**Minimum Training, Certifications, and Education:** Bachelor’s Degree with 8 years of experience

**Data and Modeling Analyst II**

**General Experience/Responsibility:** Provides technical, managerial, and administrative direction for problem definition, analysis, requirements development, and implementation of complex data modeling solutions to meet the needs of the organization's information systems. Manages the flow of information between entities through the use of relational databases and dashboards. Maintains data integrity by working to eliminate redundancy. Stays informed of the ways the organization uses its data and ensures that they align with current standards, best practices, and tools like Tableau, Navicat, ER/Studio, etc.

**Minimum Training, Certifications, and Education:** Bachelor’s Degree with 12 years of experience

**Project Manager I**

**General Experience/Responsibility:** Performs day-to-day management of assigned task order projects that involve teams of professionals involved in analyzing, designing, integrating, training, testing, documenting, implementing, and maintaining large complex systems. Demonstrates proven skills in those technical areas addressed by the task order to be managed. Organizes, directs, and coordinates planning and production of all activities associated with assigned task order projects. Demonstrates written and oral communication skills.

**Minimum Training, Certifications, and Education:** Associate’s Degree with 1 year of experience

**Management Consultant II**

**General Experience/Responsibility:** Applies appropriate management analysis processes, modeling and simulation tools, and technical techniques to provide the services required. Employs process improvement and reengineering methodologies and principles to conduct process modernization projects. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer.

Coordinates multiple project teams to ensure enterprise-wide integration of management efforts. Provides daily supervision and direction to personnel performing management analysis taskings.

**Minimum Training, Certifications, and Education:** Bachelor’s Degree with 5 years of experience

**Project Manager II**

**General Experience/Responsibility:** Applies project management skills to supervise the day-to-day execution of an individual project by providing hands-on advice, staff management.
guidance, and oversight. Responsible to the client as the key consultant for a project. Ensures project outcomes, products, and solutions align with corporate quality standards and expectations of the government. Demonstrates written and oral communication skills. Establishes and alters (as necessary) corporate management structure to direct effective contract support activities. Specific responsibilities include: Assessing project requirements and developing project plans and strategies; Applying advanced consulting skills and experience in subject matter; Using project management processes and best practices; and, Demonstrating supervisory skills to successfully complete deliverables on time and within budget.

**Minimum Training, Certifications, and Education:** Bachelor’s Degree with 5 years of experience

**Lead Requirements Engineer**

**General Experience/Responsibility:** Supervises systems engineering and technical efforts, and performs typical associated tasks that include, but are not limited to, requirements analysis, cost/performance trade-off analysis, feasibility analysis, regulatory compliance support, technology conceptual designs, and special studies and analyses.

**Minimum Training, Certifications, and Education:** Bachelor’s Degree with 10 years of experience

**Journeyman Manager**

**General Experience/Responsibility:** A Journeyman labor category typically performs all functional duties independently. Plans, directs, or coordinates the operations of public or private sector organizations. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources, but are too diverse and general in nature to be classified in any one functional area of management or administration, such as personnel, purchasing, or administrative services. Excludes First-Line Supervisors.

**Minimum Training, Certifications, and Education:** Bachelor’s Degree with 3 years of experience

**Program Manager I**

**General Experience/Responsibility:** Applies strong analytical and technical skills related to project subject matter (e.g., law enforcement, security, or information technology) to assist in implementing project objectives and solutions. Directed to exercise core skills on projects, and may be directed to guide small teams. Specific responsibilities include, but are not limited to: Ensuring project outcomes, products, and solutions align with industry best practices; Applying knowledge, capabilities, and tools based on in-depth industry/functional experiences; Consulting with clients to ascertain and define needs or problem areas related to subject matter; Conducting research activities to obtain concrete data required to facilitate the development and implementation of effective project solutions; Advising clients on innovative and creative project alternatives; Working directly with senior-level clients to set project strategy; Performing

Lafayette Group, Inc. Contract Number: 47QRAA22D00EB
program management support tasks such as status reporting and work plan maintenance; and, preparing and conducting executive-level presentations and briefings. Leverages experience working with Federal, State, and local stakeholders.

**Minimum Training, Certifications, and Education:** Bachelor’s Degree with 8 years of experience

**Subject Matter Expert Performance Management**

**General Experience/Responsibility:** Leverages experience designing and implementing performance management programs for the Federal Government, with at least 12 years of experience developing performance measures, creating tracking and reporting processes, and collecting and analyzing performance data to inform senior leadership decision-making.

**Minimum Training, Certifications, and Education:** Bachelor’s Degree with 12 years of experience

**Business Analyst I**

**General Experience/Responsibility:** Assists in applying common best practices for the industry to the customer using a knowledge base to create conceptual business models and to identify relevant issues and considerations. Assesses the operational and functional baseline of an organization and its organizational components and helps to define the direction and strategy for an engagement, while ensuring that organizational needs are being addressed. Typical areas addressed include Human Resources, Finance, Supply, and Operations. Identifies information technology inadequacies and/or deficiencies that affect the functional area’s ability to support/meet organizational goals. Supports the development of functional area strategies for enhanced IT.

**Minimum Training, Certifications, and Education:** High School graduate

**Technical Writer/Editor I**

**General Experience/Responsibility:** Writes and/or edits technical documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet contract requirements. Develops outlines and drafts for review and approval by technical specialists and project management, ensuring that final documents meet applicable contract requirements and regulations. Researches and gathers technical and background information for inclusion in project documentation and deliverables. Consults relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information and verify pertinent guidelines and regulations governing project deliverables.

**Minimum Training, Certifications, and Education:** High School graduate

Lafayette Group, Inc. Contract Number: 47QRAA22D00EB
Business Analyst II

General Experience/Responsibility: Assists in applying common best practices for the industry to the customer, using a knowledge base to create conceptual business models and to identify relevant issues and considerations. Assesses the operational and functional baseline of an organization and its organizational components, and helps to define the direction and strategy for an engagement, while ensuring the organizational needs are being addressed. Typical areas addressed include Human Resources, Finance, Supply, and Operations. Identifies information technology inadequacies and/or deficiencies that affect the functional area’s ability to support/meet organizational goals. Generates functional area strategies for enhanced IT operations in a cross-functional area mode throughout the organization. Participates in account strategy sessions, strategic assessments, and design reviews to validate enterprise approach and associated work products, such as ERP implementations coordinating the resolution of highly complex problems and tasks.

Minimum Training, Certifications, and Education: Bachelor’s Degree with 1 year of experience

Technical Writer/Editor II

General Experience/Responsibility: Writes and/or edits technical documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet contract requirements. Develops outlines and drafts for review and approval by technical specialists and project management, ensuring that final documents meet applicable contract requirements and regulations. Researches and gathers technical and background information for inclusion in project documentation and deliverables. Consults relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information and verify pertinent guidelines and regulations governing project deliverables.

Minimum Training, Certifications, and Education: Bachelor’s Degree with 3 years of experience

Project Manager III

General Experience/Responsibility: Typically oversees all aspects of a project, leading a team on large projects or a significant segment of large and complex projects. Analyzes new and complex project-related problems and creates innovative solutions that normally involve the schedule, technology, methodology, tools, solution components, and financial management of the project. Provides applications systems analysis and long- and short-range plans for application selection, systems development, systems maintenance, and production activities for necessary support resources.

Minimum Training, Certifications, and Education: Bachelor’s Degree with 12 years of experience
Junior Manager

General Experience/Responsibility: Plans, directs, or coordinates the operations of public or private sector organizations. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources, but are too diverse and general in nature to be classified in any one functional area of management or administration, such as personnel, purchasing, or administrative services.

Minimum Training, Certifications, and Education: Bachelor’s Degree with 1 year of experience

Subject Matter Expert III

General Experience/Responsibility: Provides technical, managerial, and administrative direction for problem definition, analysis, requirements development, and implementation for complex to extremely complex systems in the subject matter area. Makes recommendations and advises on organization-wide system improvements, optimization, or maintenance efforts in the following specialties: information systems architecture; networking; telecommunications; automation; communications protocols; risk management/electronic analysis; software; lifecycle management; software development methodologies; and modeling and simulation.

Minimum Training, Certifications, and Education: Bachelor’s Degree with 12 years of experience

Senior Manager

General Experience/Responsibility: Manages overall contract support operations for complex, mission critical programs which may involve multiple projects and/or groups of people. Regularly applies leadership skills to manage various program teams and personnel. Oversees program budgets, schedules, and ensures overall quality management and timely delivery of all contractual requirements. Serves as primary point of contact for all contract and program matters with the client.

Minimum Training, Certifications, and Education: Bachelor’s Degree with 15 years of experience

Management Consultant I

General Experience/Responsibility: Conducts organizational studies and evaluations, designs systems and procedures, conducts work simplification and measurement studies, and prepares operations and procedures manuals to assist management in operating more efficiently and effectively.

Minimum Training, Certifications, and Education: Bachelor’s Degree with 1 year of experience
Senior Engineer

General Experience/Responsibility: Applies experience in communications systems concept formulation and risk assessment, as related to hardware and software, system requirements and analysis, system design and implementation, and systems integration and testing. Experienced in the following areas: Land mobile radio network architectures and vendor solutions available for public safety frequency bands; Wireless data standards; Equipment and architectures for public safety; RF propagation modeling; and, Public Safety application tools and data bases.

Minimum Training, Certifications, and Education: Bachelor’s Degree with 15 years of experience

Strategic Communications Specialist I

General Experience/Responsibility: Develops, writes, and edits material for reports, manuals, briefs, proposals, instruction books, catalogs, and other marketing and public relations collateral. Organizes material and completes writing assignments in accordance with set standards regarding order, clarity, conciseness, style, and terminology. Finalizes copy for publication and makes recommendations regarding format, layout, and methods of reproduction and binding. Maintains records and files of work and revisions. Selects and/or develops photographs, drawings, sketches, diagrams, and charts to illustrate material.

Minimum Training, Certifications, and Education: Bachelor’s Degree with 3 years of experience

Strategic Communications Specialist (Journeyman)

General Experience/Responsibility: Provides publications expertise in support of marketing and public relations initiatives. Specific responsibilities include, but are not limited to: Developing, writing, and editing material for reports, manuals, briefs, proposals, instruction books, catalogs, and other marketing and public relations collateral; Organizing material and completing writing assignments in accordance with set standards regarding order, clarity, conciseness, style, and terminology; Finalizing copy for publication and making recommendations regarding format, layout, and methods of reproduction and binding; Maintaining records and files of work and revisions; and, Selecting and/or developing photographs, drawings, sketches, diagrams, and charts to illustrate material.

Minimum Training, Certifications, and Education: Bachelor’s Degree with 5 years of experience

Strategic Communications Specialist II

General Experience/Responsibility: Provides publications expertise in support of marketing and public relations initiatives. Specific responsibilities include, but are not limited to: Developing, writing, and editing material for reports, manuals, briefs, proposals, instruction
books, catalogs, and other marketing and public relations collateral; Managing a team of subject matter experts and other members of the project team to develop content for publications; Organizing material and completing writing assignments in accordance with set standards regarding order, clarity, conciseness, style, and terminology; Finalizing copy for publication and making recommendations regarding format, layout, and methods of reproduction and binding; Maintaining records and files of work and revisions; and, Selecting and/or developing photographs, drawings, sketches, diagrams, and charts to illustrate material.

**Minimum Training, Certifications, and Education:** Bachelor’s Degree with 12 years of experience
## Multiple Award Schedule Price List - SINs 541611, 541613, 541820, and 541910

<table>
<thead>
<tr>
<th>SIN</th>
<th>Facility Location</th>
<th>Labor Category</th>
<th>GSA Price</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Principal</td>
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</table>

Lafayette Group, Inc. Schedule 47QRAA22D00EB
The Service Contract Labor Standards (SCLS), also referred to 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/services have been identified as being subject to SCLS/SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and/or when the contractor adds SCA labor categories/employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.