

GENERAL SERVICES ADMINISTRATION

Federal Acquisition Service

Authorized Federal Supply Schedule FSS 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

FSC Group: Professional Services

Contract number: 47QRAA23D004E

Contract period: March 1, 2023 – February 29, 2028



Toffler Associates, Inc.
4301 Wilson Boulevard, Suite 410
Arlington, VA 22203
Phone: 703-674-5480

www.tofflerassociates.com

Business size: Small Business

Contract Administrator
Kim Chemerika
Email: kchemerika@tofflerassociates.com
Phone: 703-862-2043

For more information on ordering go to the following website: <https://gsa.gov/schedules>.

Price list current as of Modification [MOD NO] effective [EFFECTIVE DATE]

Prices Shown Herein are Net (discount deducted)

CUSTOMER INFORMATION

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

SINs	Recovery	SIN Title
541611	541611RC	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
54161	54161RC	Agency Human Capital Evaluation
541611W	541611WRC	Workforce Analytics and Employee Records
541612EPM	541612EPMRC	Employee Performance Management
541612HC	541612HCRC	Agency Human Capital Strategy Policy and Operations
611430	611430RC	Professional and Management Development Training
611430TD	611430TDRC	Talent Development
OLM	OLMSTLOC OLMRC	Order-Level Materials (OLM's)

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.

GSA MAS Labor Category	Year 1 Hourly Rate	Year 2 Hourly Rate	Year 3 Hourly Rate	Year 4 Hourly Rate	Year 5 Hourly Rate
Subject Matter Expert III	\$399.99	\$411.59	\$423.53	\$435.81	\$448.45
Subject Matter Expert II	\$349.12	\$359.24	\$369.66	\$380.38	\$391.41
Subject Matter Expert I	\$299.24	\$307.92	\$316.85	\$326.04	\$335.50
Program Manager III	\$349.12	\$359.24	\$369.66	\$380.38	\$391.41
Program Manager II	\$283.32	\$291.54	\$300.00	\$308.70	\$317.65
Program Manager I	\$198.50	\$204.26	\$210.18	\$216.27	\$222.55
Project Manager IV	\$301.51	\$310.26	\$319.25	\$328.51	\$338.04
Project Manager III	\$235.77	\$242.61	\$249.64	\$256.88	\$264.33
Project Manager II	\$143.27	\$147.43	\$151.70	\$156.10	\$160.63
Project Manager I	\$129.67	\$133.43	\$137.30	\$141.28	\$145.38
Consultant IV	\$329.27	\$338.82	\$348.64	\$358.75	\$369.16
Consultant III	\$225.89	\$232.45	\$239.19	\$246.12	\$253.26
Consultant II	\$181.86	\$187.14	\$192.57	\$198.15	\$203.90
Consultant I	\$151.23	\$155.62	\$160.13	\$164.78	\$169.56
Functional Analyst/Expert IV	\$358.94	\$369.35	\$380.06	\$391.08	\$402.43

Functional Analyst/Expert III	\$325.44	\$334.88	\$344.59	\$354.58	\$364.87
Functional Analyst/Expert II	\$229.72	\$236.38	\$243.24	\$250.29	\$257.55
Functional Analyst/Expert I	\$143.58	\$147.74	\$152.03	\$156.43	\$160.97
Business Analyst V	\$249.37	\$256.60	\$264.04	\$271.70	\$279.58
Business Analyst IV	\$181.74	\$187.01	\$192.44	\$198.02	\$203.76
Business Analyst III	\$153.61	\$158.07	\$162.65	\$167.37	\$172.22
Business Analyst II	\$127.68	\$131.38	\$135.19	\$139.11	\$143.14
Business Analyst I	\$93.76	\$96.48	\$99.28	\$102.16	\$105.12
Project Support V	\$158.69	\$163.29	\$168.03	\$172.90	\$177.91
Project Support IV	\$126.95	\$130.63	\$134.42	\$138.32	\$142.33
Project Support III	\$113.35	\$116.64	\$120.02	\$123.50	\$127.08
Project Support II	\$86.15	\$88.64	\$91.22	\$93.86	\$96.58
Project Support I	\$67.10	\$69.05	\$71.05	\$73.11	\$75.23

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.

Note – The following labor categories apply to all SINs under this Multiple Award Schedule.

GSA MAS Labor Category	Role/Responsibilities	Minimum Education	Minimum Experience
Subject Matter Expert III	Provides high-level subject matter proficiency and advanced technical knowledge and analysis of highly specialized environments. Provides advice on complex projects or programs that require extensive knowledge of the subject matter for effective implementation. Provides expertise in methodology, management, context, or a thematic area.	Master’s Degree	11 years
Subject Matter Expert II	Provides subject matter proficiency and technical knowledge and analysis of highly specialized environments on projects or programs that require knowledge of the subject matter for effective implementation. Provides support to more senior experts in the field or environment or provides support and guidance in a particular area of expertise.	Master’s Degree	8 years
Subject Matter Expert I	Provides subject matter proficiency and technical knowledge and analysis of specialized environments on projects or programs that require knowledge of the subject matter for effective implementation. Provides support to more senior experts in the field or environment or provided support and guidance in a particular area of expertise.	Master’s Degree	5 years
Program Manager III	Responsible for managing all tasks, budget(s), and personnel within multiple complex programs. Manages individual and overall program scope, cost, schedule, internal staffing, subcontractors, outside vendors, and contractual deliverable(s). Manages, prepares, and analyzes	Master’s Degree	8 years

	external reports and presentations for clients and internal company reports for management regarding full status of a program, including trends, any potential or actual risks, innovation or cost savings, or program changes. Has strong technical knowledge or expertise in order to oversee and guide numerous projects and teams simultaneously; may even be seen as a specialist or resource on technical and business matters. Work is highly independent.		
Program Manager II	Responsible for managing all tasks, budget(s), and personnel within multiple complex projects/programs. Manages project/program scope, cost, schedule, internal staffing, subcontractors, outside vendors, and contractual deliverable(s). Prepares external reports and presentations for clients and internal company reports for management regarding full status of a program, including trends, any potential or actual risks, innovation or cost savings, or program changes. Has strong technical knowledge or expertise in order to oversee and guide numerous projects and teams simultaneously; may even be seen as a specialist or resource on technical and business matters. Work is highly independent.	Bachelor's Degree	9 years
Program Manager I	Responsible for managing all tasks, budget(s), and personnel within multiple projects or a single program. Manages program scope, schedule, internal staffing, subcontractors, outside vendors, and contractual deliverable(s). Prepares external reports and presentations for clients and internal company reports for management regarding full status of a program, including any potential or actual risks or program changes. Has technical knowledge or expertise in order to oversee and guide numerous projects and teams; may even be seen as a specialist or resource on technical and business matters. Work is highly independent.	Bachelor's Degree	5 years
Project Manager IV	Responsible for managing all tasks, budget(s), and personnel within multiple complex projects. Manages project(s) scope, schedule, internal staffing, subcontractors, outside vendors, and contractual deliverable(s). Prepares external reports and presentations for clients and internal company reports for management regarding full status of a project or projects, including any potential or actual risks or project changes. Has technical knowledge or expertise in order to oversee and guide numerous projects and teams; may even be seen as a specialist or resource on technical and business matters. Work is highly independent.	Bachelor's Degree	12 years
Project Manager III	Responsible for managing all tasks, budget(s), and personnel within multiple projects. Manages project(s) scope, schedule, internal staffing, subcontractors, outside vendors, and contractual deliverable(s). Prepares external reports and presentations for clients and internal company	Bachelor's Degree	9 years

	reports for management regarding full status of a project or projects, including any potential or actual risks or project changes. Has technical knowledge or expertise in order to oversee and guide numerous projects and teams; may even be seen as a specialist or resource on technical and business matters. Work is highly independent.		
Project Manager II	Responsible for managing all tasks, budget(s), and personnel within a project. Manages project scope, schedule, internal staffing, subcontractors, outside vendors, and contractual deliverable(s). Prepares reports for clients regarding full status of project. Has sufficient technical knowledge in order to effectively oversee a small project or team. Has the ability to work independently.	Bachelor's Degree	5 years
Project Manager I	Responsible for managing tasks and personnel within a project. Manages project scope, schedule, internal staffing, subcontractors, outside vendors, and contractual deliverable(s). Prepares reports for clients regarding status of project. Has sufficient technical knowledge in order to effectively oversee a small project or team. Has the ability to work independently.	Bachelor's Degree	2 years
Consultant IV	Provides consulting and analysis of various interdependent business environments. Consults with users and stakeholders to identify and analyze current procedures (SOPs, quality, etc.), identify areas of improvement or goals, and clarify program objectives. Provides guidance and oversees the documentation to describe a variety of policies, procedures, and/or program(s). Communicates recommendations and changes and may provide training or presentations to impacted business units and executive management. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks independently.	Master's Degree	9 years
Consultant III	Provides consulting and analysis of various business environments. Consults with users to identify and analyze current procedures (SOPs, quality, etc.), identify areas of improvement or goals, and clarify program objectives. Provides guidance and oversees the documentation to describe a variety of policies, procedures, and/or program(s). Communicates recommendations and changes and may provide training or presentations to impacted business units and executive management. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks independently.	Master's Degree	7 years
Consultant II	Provides consulting and analysis of business environment(s). Consults with users to identify and analyze current procedures (SOPs, quality, etc.), identify areas of	Bachelor's Degree	6 years

	improvement, and clarify program objectives. May be expected to write documentation to describe policies, procedures, and/or program(s). Communicates recommendations and changes and may provide training or presentations to impacted business units. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks independently.		
Consultant I	Provides business consulting. Consults with users to identify and analyze current procedures (SOPs, quality, etc.) and to clarify program objectives. May be expected to write documentation to describe policies, procedures, and/or program(s). Communicates recommendations and changes and may provide training to impacted business units. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks independently.	Bachelor's Degree	3 years
Functional Analyst/Expert IV	Provides consulting and analysis of various interdependent technical environments. Provides guidance and oversees the documentation to describe a variety of procedures and/or systems. Communicates recommendations and changes, working closely with various end users, stakeholders, and client or executive management. Considered an expert in a field's concepts, practices, and procedures; follows industry trends closely. Relies on extensive experience and judgment to plan and accomplish goals. May have a skillset or other qualification for which there is a high-demand and a limited talent pool. Performs a variety of tasks independently.	Master's Degree	10 years
Functional Analyst/Expert III	Provides consulting and analysis of various technical environments. Provides guidance and oversees the documentation to describe a variety of procedures and/or systems. Communicates recommendations and changes, working closely with various end users and stakeholders. Considered an expert in a particular field or well-versed in a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. May have a skillset or other qualification for which there is a high-demand and a limited talent pool. Performs a variety of tasks independently.	Master's Degree	8 years
Functional Analyst/Expert II	Provides consulting and analysis of technical environment(s). May be expected to write documentation to describe policies and/or system(s). Communicates recommendations and changes, working closely with various end users. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. May have a skillset or other qualification for which there is a high-	Master's Degree	5 years

	demand and a limited talent pool. Performs a variety of tasks independently.		
Functional Analyst/Expert I	Provides technical consulting within a single industry or market. May be expected to write documentation to describe procedures and/or systems. Relies on experience and judgment to plan and accomplish goals. May have a skillset or other qualification for which there is a high-demand and a limited talent pool. Performs a variety of tasks independently.	Master's Degree	1 year
Business Analyst V	Serves as the lead analytical resource on the engagement team. Oversees and/or conducts relevant research, distills/analyzes data, and defines and analyzes reports. Performs financial and data modeling, evaluates current processes, and prepares appropriate documentation for presentation to the client. Possesses an expert level understanding in analysis, applying methodologies and the support of program management. Maintains overall responsibility for quality assurance practices.	Bachelor's Degree	9 years
Business Analyst IV	Serves as a key analytical resource on the engagement team. Oversees and/or conducts relevant research, distills/analyzes data, and creates reports. Performs financial and data modeling, evaluates current processes, and prepares appropriate documentation for presentation to the client. Possesses an expert level understanding in analysis, applying methodologies and the support of program management. Maintains overall responsibility for quality assurance practices.	Bachelor's Degree	5 years
Business Analyst III	Serves as a key analytical resource on the engagement team. Conducts relevant research, distills/analyzes data, and create reports. Performs financial and data modeling, evaluates current processes, and prepares appropriate documentation for presentation to the client. Possesses a strong understanding in analysis, applying methodologies and the support of program management. Maintains responsibility for quality assurance practices.	Bachelor's Degree	3 years
Business Analyst II	Serves as an analytical resource on the engagement team. Assists with conducting relevant research, distilling data, and creating reports. Performs financial and data modeling, evaluates current processes, and prepares appropriate documentation for presentation to the client. Possesses an understanding in analysis, applying methodologies and the support of program management. Maintains responsibility for quality assurance practices.	Bachelor's Degree	1 year
Business Analyst I	Serves as an analytical resource on the engagement team. Assists with conducting relevant research, distilling data and contributing to reports. Supports financial and data modeling and prepares appropriate documentation for presentation to the client. Possesses a basic understanding	Associate degree	0 years

	in analysis, applying methodologies and the support of program management. Maintains responsibility for quality assurance practices.		
Project Support V	Leads support to a program team or manages a team of administrative support personnel. Manages financial and/or client reports, analyzes and maintains numerous program budgets and schedules, and actively participates in project-related working groups or meetings.	Bachelor's Degree	5 years
Project Support IV	Provides key support to a program team. Manages financial and/or client reports, analyzes and maintains numerous program budgets and schedules, and actively participates in project-related working groups or meetings.	Bachelor's Degree	3 years
Project Support III	Provides support to a project or program team. Drafts financial and/or client reports, maintains project or program budgets and schedule, participates in project-related working groups or meetings.	Bachelor's Degree	1 year
Project Support II	Provides support to a project team. Maintains financial and/or client reports, project budget(s) and schedule. May participate in project-related working groups or meetings.	Associate Degree	2 years
Project Support I	Provides support to a project team. Maintains internal team financial reports, project budget(s), and schedule. May participate in project-related working groups or meetings.	Associate Degree	0 years

Experience/Education Trade-Offs

- Master's Degree = Bachelor's Degree + 4 years
- Bachelor's Degree = Associate Degree + 3 years
- Associate Degree = High School Graduate + 5 years

2. Maximum order:

SINs	Maximum Order
541611	\$1,000,000
54161	\$1,000,000
541611W	\$1,000,000
541612EPM	\$1,000,000
541612HC	\$1,000,000
611430	\$1,000,000
611430TD	\$1,000,000
OLM	\$250,000

3. Minimum order: \$100

4. Geographic coverage (delivery area). Worldwide

5. Point(s) of production (city, county, and State or foreign country).

Company Headquarters

4301 Wilson Boulevard, Suite 410
Arlington, VA 22203
Phone: 703-674-5480

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

7. Quantity discounts. None

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

9. Foreign items (list items by country of origin). Not Applicable

10a. Time of delivery. (Contractor insert number of days.) To Be Determined at the Task Order level

10b. Expedited Delivery. Items available for expedited delivery are noted in this price list. To Be Determined at the Task Order level

10c. Overnight and 2-day delivery. To Be Determined at the Task Order level

10d. Urgent Requirements. To Be Determined at the Task Order level

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

12a. Ordering address(es).
4301 Wilson Boulevard, Suite 410
Arlington, VA 22203
Phone: 703-674-5480

12b. Ordering procedures: See Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment address(es).
4301 Wilson Boulevard, Suite 410
Arlington, VA 22203
Phone: 703-674-5480

14. Warranty provision. Standard Commercial Warranty Terms & Conditions

15. Export packing charges, if applicable. Not Applicable

16. Terms and conditions of rental, maintenance, and repair (if applicable). Not Applicable

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

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). Not Applicable

18b. Terms and conditions for any other services (if applicable). Not Applicable

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

20. List of participating dealers (if applicable). Not Applicable

21. Preventive maintenance (if applicable). Not Applicable

22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). Not Applicable

22b. If applicable, indicate that Section 508 compliance information is available on Information and Communications Technology (ICT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The ICT standards can be found at: www.Section508.gov/.
Not Applicable

23. Unique Entity Identifier (UEI) number. KFKXALLENJW5

24. Notification regarding registration in System for Award Management (SAM) database. Contractor registered and active in SAM

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 (MAS) and all services provided. While no specific labor categories 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 SCLS/SCA eligible labor categories. If and / or when the contractor adds SCLS/SCA labor categories to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS/SCA matrix identifying the GSA labor category titles, the occupational code, SCLS/SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.