

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](https://gsaadvantage.gov).

Multiple Award Schedule

Contract Number: 47QRAA23D008M

Contract Period: August 1, 2023 – July 31, 2028

FSC Group: Information Technology

Price list current as of Modification: PS-A815 effective 8/1/2023

Prices Shown Herein are Net (discount deducted)



Contractor:	FCI Advisory LLC 8314 Highcliffe Ct Annandale, VA 22003-4354
Telephone:	202-717-1122
Website:	www.fciadvisory.com
Contract Administration:	Mohamed Farran
E-mail:	mfarran@fciadvisory.com
Business Size:	Small business

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

CUSTOMER INFORMATION**1a. Table of Awarded Special Item Number:**

SINs	SIN Title
541611	Professional Services: Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
OLM	Order-Level Materials (OLMs)

1b. Identification Lowest Priced Model Number and Price for Each SIN: See page 4.**1c. Hourly Rates:** See page 4.**2. Maximum order:**

SINs	Maximum Order
541611	\$1,000,000
OLM	\$250,000

3. Minimum order: \$100.00**4. Geographic coverage (delivery area):** Domestic**5. Points of production:** Same as Contractor Address**6. Discount from list prices:** Government Net Prices (discounts already deducted.)**7. Quantity discounts:** None**8. Prompt payment terms:** Net 30 Days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.**9. Foreign Items:** None**10a. Time of Delivery:** To Be Determined at the Task Order level**10b. Expedited Delivery:** 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. Points:** Destination**12a. Ordering Address:** 8314 Highcliffe Ct., Annandale, VA 22003-4354

- 12b. **Ordering Procedures:** See Federal Acquisition Regulation (FAR) 8.405-3.
- 13. **Payment address:** 8314 Highcliffe Ct., Annandale, VA 22003-4354
- 14. **Warranty provision:** Standard commercial warranty terms & conditions.
- 15. **Export Packing Charges:** Not Applicable
- 16. **Terms and conditions of rental, maintenance, and repair:** Not Applicable
- 17. **Terms and conditions of installation:** Not Applicable
- 18a. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices:** Not Applicable
- 18b. **Terms and conditions for any other services:** Not Applicable
- 19. **List of service and distribution points:** Not Applicable
- 20. **List of participating dealers:** Not Applicable
- 21. **Preventive maintenance:** Not Applicable
- 22a. **Special Attributes such as environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** Not Applicable
- 22b. **Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services standards can be found at:**
www.Section508.gov/ (As Applicable)
- 23. **Unique Entity Identifier (UEI) Number:** KWSEXLAQ9BM3
- 24. **Notification Regarding Registration in System for Award Management (SAM) Database:** Contractor has an Active Registration in the SAM database.

Labor Rates

Labor Category	Year 1 8/1/2023 – 7/31/2024	Year 2 8/1/2024 – 7/31/2025	Year 3 8/1/2025 – 7/31/2026	Year 4 8/1/2026 – 7/31/2027	Year 5 8/1/2026 – 7/31/2028
Financial Analyst I	\$54.31	\$56.15	\$58.06	\$60.03	\$62.08
Financial Analyst II	\$64.18	\$66.37	\$68.62	\$70.96	\$73.37
Financial Analyst III	\$74.06	\$76.57	\$79.17	\$81.86	\$84.64
Project Manager I	\$64.18	\$66.37	\$68.62	\$70.96	\$73.37
Project Manager II	\$78.99	\$81.68	\$84.46	\$87.34	\$90.31
Project Manager III	\$96.77	\$100.06	\$103.47	\$106.98	\$110.62
Subject Matter Expert I	\$88.87	\$91.89	\$95.01	\$98.25	\$101.59
Subject Matter Expert II	\$124.41	\$128.64	\$133.02	\$137.54	\$142.22
Subject Matter Expert III	\$207.36	\$214.41	\$221.70	\$229.24	\$237.04
Business Analyst I	\$67.14	\$69.43	\$71.79	\$74.23	\$76.75
Business Analyst II	\$76.03	\$78.62	\$81.29	\$84.05	\$86.91
Consultant II	\$207.36	\$214.41	\$221.70	\$229.24	\$237.04
Consultant III	\$227.10	\$234.82	\$242.80	\$251.05	\$259.59
Technical Writer I	\$90.84	\$93.93	\$97.13	\$100.43	\$103.85
Technical Writer II	\$98.74	\$102.10	\$105.57	\$109.16	\$112.87
Technical Writer III	\$123.43	\$127.63	\$131.97	\$136.45	\$141.09
Desktop Publisher I	\$49.37	\$51.05	\$52.79	\$54.58	\$56.43
Graphic Artist I	\$69.12	\$71.47	\$73.89	\$76.40	\$79.00

Labor Category Descriptions

Labor Category	Minimum Education	Minimum Years of Relevant Experience	Functional Responsibility	Education Substitutions
Financial Analyst I	Bachelors	2	- Assist with the analysis of financial data to support decision-making and financial planning. This may include creating financial models, analyzing financial statements, and creating reports - Documents financial data and creates financial models to support key organizational and/or project management decision-making, lending to data-driven strategic planning and management - Analyses financial data over defined span of time to identify trends - Evaluates financial performance of organization and/or specific projects through the comparison of projections and actual outcomes - Perform market research, data mining, business intelligence, and valuation comps - Perform financial forecasting, reporting, and operational metrics tracking	Bachelors Degree equal to 4 years relevant experience.
Financial Analyst II	Bachelors	3	- Conduct more complex financial analysis and support senior financial analysts in the development of financial plans and strategies. This may include creating and maintaining financial models, analyzing financial statements, and creating reports - Enhances organizational and/or project-specific financial performance through the provision of financial forecasts, results, variances, and trends over time. - Prepares organizations for mergers, acquisitions, and/or the selling of stocks through performing market research and comparable company analyses and providing findings to executive leadership. - Identify and drive process improvements, including the creation of standard and ad-hoc reports, tools, and Excel dashboards	Bachelors Degree equal to 4 years relevant experience.

Labor Category	Minimum Education	Minimum Years of Relevant Experience	Functional Responsibility	Education Substitutions
Financial Analyst III	Bachelors	4	- Lead financial analysis projects, support senior management in the development of financial plans and strategies, and provide guidance to junior analysts. This may include creating and maintaining complex financial models, analyzing financial statements, creating reports, and presenting findings to senior management - Performs financial due diligence through forecasting, reporting, and tracking to afford organizations operational oversight and/or meet project-specific requirements - Prepares organizations for mergers, acquisitions, and/or the selling of stocks through performing market research and comparable company analyses and providing findings to executive leadership - Guide the cost analysis process by establishing and enforcing policies and procedures - Review all non-legal pertinent information about prospective deals	Bachelors Degree equal to 4 years relevant experience.
Project Manager I	Bachelors	1	- Assist senior project managers in the planning and execution of projects. This may include creating project schedules, monitoring progress, and communicating with project stakeholders - Creates project plan(s) based upon scope of work, budget, allocated workforce, and quality assurance, promoting excellent lifecycle project health through consistent tracking of progress - Oversees day-to-day operations of project team(s) through supervising, directing, and coordinating the activities and schedules of team members to effectively meet project scope requirements	Bachelors Degree equal to 4 years relevant experience.
Project Manager II	Bachelors	2	- Lead small to medium-sized projects and support senior project managers in the planning and execution of larger projects. This may include creating project schedules, monitoring progress, communicating with project stakeholders, and leading project teams - Oversees day-to-day operations of project team(s) through supervising, directing, and coordinating the activities and schedules of team members to effectively meet project scope requirements - Coordinates with internal team members and external stakeholders to ensure project remains within scope, schedule, and budget	Bachelors Degree equal to 4 years relevant experience.

Labor Category	Minimum Education	Minimum Years of Relevant Experience	Functional Responsibility	Education Substitutions
			Reviews and submits project deliverables in a timely fashion, validating their adherence to pre-defined quality standards, and obtaining client approval	
Project Manager III	Bachelors	4	- Lead large, complex projects and provide guidance to junior project managers. This may include creating project schedules, monitoring progress, communicating with project stakeholders, leading project teams, and managing project budgets - Plans and leads status review meetings, which may include internal team members, vendors, and customers - Responsible for training, managing, and motivating the project team, as well as resolving team conflicts - Resolves operational issues as required - Provides project status updates at predetermined time intervals to all stakeholders. - Communicates routinely to management, customers, project team members, and other stakeholders, actively soliciting and addressing customer and project team feedback - Assists in business development efforts to create project proposals, RFPs, estimates, and schedules	Bachelors Degree equal to 4 years relevant experience.
Subject Matter Expert I	Bachelors	2	- Assist senior subject matter experts in providing specialized knowledge and expertise in a specific area. This may include conducting research, creating reports, and providing guidance to other team members - Design, develop and guide implementation of the acquisition process - Lead acquisition efforts throughout their life cycle, including conceptualization, requirements definition, procurement, and post-award contract management activities to ensure the expected benefits of each procurement action is realized - Support the definition of processes and policies, supply business rules and procedures, and communicate the contexts in which the rules, processes and policies are applied - Ensure facts and details are correct so that the project's/program's deliverable(s) meet the needs of the stakeholders, legislation, policies, standards, and best practices	Bachelors Degree equal to 4 years relevant experience.

Labor Category	Minimum Education	Minimum Years of Relevant Experience	Functional Responsibility	Education Substitutions
Subject Matter Expert II	Bachelors	6	• Provide specialized knowledge and expertise in a specific area and lead small projects. This may include conducting research, creating reports, providing guidance to other team members, and mentoring junior team members • Accurately represent business units needs to the project/program team • Guide other professionals on the project/program to ensure content is accurate • Creates, maintains, and enhances documentation and requirements documents • Identify areas where solutions would improve business performance • Oversee the development, testing and implementation of solutions • Identify and mitigate risks that come with Merger and Acquisition process • Conduct market analysis, cost analysis, requirements analysis, rough orders of magnitude, as well as contract changes	Bachelors Degree equal to 4 years relevant experience.
Subject Matter Expert III	Masters	13	• Provide specialized knowledge and expertise in a specific area, lead projects and provide guidance to other subject matter experts. This may include conducting research, creating reports, providing guidance to other team members, mentoring junior team members, and leading projects • Drive innovative solutions through leadership and evidence-based recommendations • Conduct market analysis, cost analysis, requirement analysis, rough orders of magnitude, as well as contract changes • Lead and advise senior-level government officials on acquisition strategy, roadmaps, repeatable processes, and develop actionable acquisition solutions to achieve desired outcomes • Provide input into and/or create and execute user documentation and training material	Masters Degree equal to 6 years relevant experience.

Labor Category	Minimum Education	Minimum Years of Relevant Experience	Functional Responsibility	Education Substitutions
Business Analyst I	Bachelors	1	- Assist senior business analysts in gathering and analyzing data to support decision-making and project planning within the professional services industry. This may include creating process flows, analyzing data, and creating reports - Creates detailed business analysis, outlining problems, opportunities, and solutions for a business. - Performs variance analysis - Supports the development of functional area strategies for enhanced incident management. - Takes care of budgeting and forecasting - Aid the company improve, through advancing business practices, costs, employee retention or product quality	Bachelors Degree equal to 4 years relevant experience.
Business Analyst II	Bachelors	3	- Lead small to medium-sized projects and support senior business analysts in the gathering and analyzing of data to support decision-making and project planning within the professional industry. This may include creating process flows, analyzing data, creating reports, and presenting findings to senior management - Analyses company data that is compiled and uses it to create a plan for the company's management that helps the organization improve in essential areas, specifically areas needed to achieve objectives and goals - Create a timeline for management that illustrates when the company may begin to see a marked improvement after implementation of the recommended changes - Participates in project reporting, metrics gathering, and team presentations to the customer to ensure congruency across project tasks - Reviews use cases and associated documentation with project team to ensure business requirements are adequately reflected in planning documents	Bachelors Degree equal to 4 years relevant experience.

Labor Category	Minimum Education	Minimum Years of Relevant Experience	Functional Responsibility	Education Substitutions
Consultant II	Masters	8	- Responsible for leading and managing projects, conducting research and analysis, and supporting deal execution. Lead and manage projects of moderate scope and complexity - Conduct research and analysis on potential targets - Prepare financial models and valuation analysis - Coordinate and review legal and financial due diligence - Prepare presentations and pitch materials - Support senior members of the team in all aspects of deal execution - Act as a mentor to other members of the team	Masters Degree equal to 6 years relevant experience.
Consultant III	Masters	10	- Responsible for leading complex projects, conducting research and analysis, and supporting deal execution - Responsible for developing and implementing new procedures or training to support the changes proposed - Works closely with the Price Volume Leader to ensure cross pollination and consistency - Develops guidelines and processes for detailed pricing input - Prepares status reports and briefings for higher level management - When necessary, accepts responsibilities of book boss as well	Masters Degree equal to 6 years relevant experience.
Technical Writer I	Bachelors	5	- Assist senior technical writers in the creation of documents and user manuals within the professional services industry. This may include researching and writing documents, creating diagrams, and editing content - Writes a variety of documents; specifications, diagrams, manuals, white papers, flowcharts, reports, and/or manuals - Integrates raw details provided by various subject matter experts (SMEs) and constructs appropriate documentation to the specified level and detail required by internal and external document stakeholders - Coordinates with graphic designers to produce clean displays of graphics, diagrams, and tables within documents and facilitates overall cohesion in document production	Bachelors Degree equal to 4 years relevant experience.

Labor Category	Minimum Education	Minimum Years of Relevant Experience	Functional Responsibility	Education Substitutions
Technical Writer II	Bachelors	8	- Lead small to medium-sized projects and support senior technical writers in the creation of documents and manuals within the professional services industry. This may include researching and writing documents, creating diagrams, editing content, and managing project timelines - Ensures document content is high quality and conforms with standards for technical accuracy, including grammar, punctuation, readability, and formatting - Assists with planning, scheduling, and tracking documentation review stages and final completion to meet internal team and external stakeholder deadlines - Creates documents that are accessible for both technical and non-technical audiences, translating technical and business jargon into clear, concise information - Supports the development and maintenance of internal content libraries, including past performances, white papers, research papers, capability statements, management plans, and other related content	Bachelors Degree equal to 4 years relevant experience.
Technical Writer III	Bachelors	10	- Lead large, complex projects and provide guidance to junior technical writers within the professional services industry. This may include researching and writing technical documents, creating diagrams, editing content, managing project timelines, and providing guidance on document standards and best practices - Responsible of planning, scheduling, and tracking documentation review stages and final completion to meet internal team and external stakeholder deadlines - Creates documents that are accessible for both technical and non-technical audiences, translating technical and business jargon into clear, concise information - Supports the development and maintenance of internal content libraries, including past performances, white papers, research papers, capability statements, management plans, and other related content - Remains up to date with current research in assigned fields of scope to afford the production of relevant and accurate technical document - Ensures final submission is compliant with donor regulations and instructions in solicitations	Bachelors Degree equal to 4 years relevant experience.

Labor Category	Minimum Education	Minimum Years of Relevant Experience	Functional Responsibility	Education Substitutions
			Edit documents and technical literature prepared by other staff members, for content, coverage, clarity, and voice consistency, recommending revisions and editorial standards as appropriate	
Desktop Publisher I	Bachelors	2	- Responsible for the design and layout of professional services documents, such as reports, proposals, manuals, and presentations. This may include creating and formatting documents, selecting images and graphics, and ensuring that the final product is visually appealing and easy to read - Responsible for the preparation, formatting, and layout of high-quality text and templates for proposals and presentations - Utilize publishing software to create page layouts for print or electronic publication - Integration of graphics and design elements to conform to desktop publishing standards and requirements - Exercises creative judgment and abilities to ensure compliance with RFP specifications/page limitations and focus evaluators' attention	Bachelors Degree equal to 4 years relevant experience.
Graphic Designer	Bachelors	2	- Responsible for creating visual elements, such as illustrations, diagrams, and charts, for professional services documents, such as reports, proposals, and presentations. This may include creating illustrations, designing diagrams, and creating charts and graphs - Responsible for the design, preparation, and creation of high-quality covers, graphics and templates for proposals and presentations - May develop templates and format styles for others to follow - Works directly with a proposal team/writer to express creative concepts, conceptualize ideas into graphics, and to develop visual cues for a proposal - Ensures graphics communicate the proposal message clearly and consistently - Exercises creative judgment and abilities to ensure compliance with RFP specifications/page limitations, dynamic use of space, and to focus evaluators' attention	Bachelors Degree equal to 4 years relevant experience.

Service Contract Labor Standards (SCLS)

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 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 eligible labor categories. If and / or when the contractor adds SCLS labor categories to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.