



Harmonic International LLC



Schedule

**GENERAL SERVICES ADMINISTRATION
Federal Acquisition Service
Authorized Federal Supply Schedule FSS Price List**

Online access to contract ordering information, terms and conditions, pricing, and the option to create an electronic delivery order are available through GSA Advantage!®. The website for GSA Advantage!® is: <https://www.GSAAdvantage.gov>.

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

**Multiple Award Schedule
Large Categories Offered: Professional Services
Subcategories: Management and Financial Consulting, Acquisition and Grants
Management Support, and Business Program and Project Management Services
Contract Number: 47QRAA25D000T**

Contract Period: October 17, 2024 through October 16, 2029

**Harmonic International LLC
3304 Kenney Court
Edgewater, MD 21037
<https://www.harmonicinternational.com>**

Business Size: Woman-owned, Small Business (WOSB)

**Point of Contact: Robin-Marie Williams
Email: rmwilliams@harmonicinternational.com
Phone: 410-727-3554**

Pricelist current through Modification Number PO-0001, effective October 17, 2024

Prices Shown Herein are Net (discount deducted)



Customer Information

1.a Tables of Awarded Special Item Numbers and Awarded Rates

SIN	SIN Title
541611	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
541810	Advertising Services
541820	Public Relations Services
541910	Marketing Research and Public Opinion Polling
OLM	Order-Level Materials (OLM's)

- 1.b. 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. See Rate table
- 1.c. 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 Labor Category Descriptions below.
2. **Maximum Order:** \$1,000,000.00
3. **Minimum Order:** \$100.00
4. **Geographic Coverage:** Domestic Only
5. **Points of Production:** Edgewater, MD
6. **Discount From List Prices or Statement of Net Price:** Government Net Prices (discounts already deducted.)
7. **Quantity Discounts:** 1% for orders over \$750,000
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:** None
- 10a. **Time of Delivery:** Specified on the Task Order
- 10b. **Expedited Delivery:** Contact Harmonic International
- 10c. **Overnight and 2-day Delivery:** Contact Harmonic International
- 10d. **Urgent Requirements:** Contact Harmonic International
11. **FOB Points:** Destination
- 12a. **Ordering Address:** Harmonic International LLC
3304 Kenney Court
Edgewater, MD 21037
- 12b. **Ordering Procedures:** See Federal Acquisition Regulation (FAR) 8.405-3.
13. **Payment Address:** Harmonic International LLC
3304 Kenney Court
Edgewater, MD 21037
14. **Warranty Provision:** Per task order.

- 15. **Export Packing Charges:** N/A
- 16. **Terms and conditions or rental, maintenance, and repair:** N/A
- 17. **Terms and conditions of installation:** N/A
- 18a. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices:** N/A
- 18b. **Terms and conditions for any other services:** N/A
- 19. **List of service and distribution points:** N/A
- 20. **List of participating dealers:** N/A
- 21. **Preventative maintenance:** N/A
- 22a. **Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants):** N/A
- 22b. **If applicable, indicate that Section 508 compliance information is available for the information and communications technology (ICT) products and services and show where full details can be found (e.g. contractor's website or other location.) ICT accessibility standards can be found at:**
<https://www.Section508.gov/>. N/A
- 23. **Unique Entity Identifier (UEI) Number:** G6EFUE3J3H71
- 24. **Notification regarding registration in System for Award Management (SAM) database:** SAM
Registration is maintained annually to ensure company information is kept current.

Service Contract Labor Standard (SCLS): The Service Contract Labor Standards, formerly the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule and all services provided. While no specific labor categories have been identified as being subject to SCLS due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 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/employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

Labor Category Descriptions

Subject Matter Expert

Job Description/Responsibilities: Senior executive, with extensive expertise in a given subject matter (i.e. research analysis, advertising, communications).

- Responsible for bringing acute insight to projects relating to their area of expertise.
- Oversees multi-faceted program area.
- Heads development of strategic integrated subject matter product and service strategy.
- Lends support in building and sustaining successful cross-team management structure capable of providing range of subject matter support activities.
- Meets regularly with government program manager to discuss performance, propose initiatives and establish priorities.
- Leads strategic planning and communication initiatives in specified program area.
- Creates team structure for full range of support services and meets with client regularly to discuss performance, propose initiatives and establish priorities.
- Manages team of subject matter experts.
- Develops strategy, dictating direction and management of support services.
- Implements strategy dictating direction and management of support services in a specified field.
- Performs dictated subject matter work.
- Supports team in producing high quality deliverable in time-efficient matter.

Experience Requirement: Possesses an average of 20 years' experience in Marketing or Communications of providing direction to organizations on business and complex issues. Experience should include managing program related projects, project and organizational assessment, business system applications and process improvements. Should have credentials (publications, patents or reputation) that establish the person as recognized leader/expert in their subject area.

Education Requirement: Master's Degree

Managing Director

Job Description/Responsibilities: Responsible for overall operations of the company. Oversees contracts, financial and accounting system controls and standards and ensures timely financial and statistical reports for internal and external use.

- Based on extensive experience in strategic planning, can balance business needs with client desires and develop procedures accordingly.
- Meets with government program manager to discuss performance, propose initiatives and establish priorities as needed.
- Oversees related program areas.
- Heads development of strategic, integrated product and service strategy.
- Lends support in building and sustaining successful cross-team management structure and evaluating work quality.

- Strategically manages program area and develops product and service vision.
- Proposes and implements creative methods to complete work efficiently and effectively.
- Provides account management and oversees the timely and appropriate delivery of services to clientele.

Experience Requirement: Minimum of 20 years' experience in Marketing or a related field, providing direction to organizations on business and complex issues. Experience should include managing program related projects, project and organizational assessments, business systems applications and process improvements.

Education Requirement: Master's Degree.

Research Designer

Job Description and Responsibilities: Provides the methodological design for research including how the study will be conducted, timing, location, target group identification and sample size.

- Leads and manages multiple research initiatives, developing innovative market positioning strategy that meets client requirements and industry standards.
- Responsible for the design of the survey questionnaires which includes decisions such as number and nature of areas of measurement, number and nature of specific questions, scaling and techniques, and consistency with theoretical models.
- Analyzes existing and potential product and service information and prospective customers and markets. Collates information into meaningful reports and presentation material.
- Maintains any technical information in a systems library.
- Conducts research analysis and presents data to the client.
- Builds relationships with technical experts in academia and contracts assistance when required.
- Meets with client regularly to discuss performance, propose initiatives and establish priorities.

Experience Requirement: Minimum of 25 years of specialized experience in Marketing Research in analyzing business, management and technical objectives for diverse teams or groups.

Education Required: Ph.D. Degree.

Project Manager

Job Description/Responsibilities: Project manager is knowledgeable and experienced in strategic planning.

- Performs day-to-day management of overall contract support operations, possibly involving multiple projects and groups of personnel at multiple locations.
- Organizes, directs and coordinates the planning and production of all contract support activities.
- Demonstrates effective written and oral communication skills.
- Responsible for the timely response to customer requests and questions.
- Analyzes and rectifies customer concerns.

- Oversees the creation of all project related client deliverables and any administrative details related to the project.
- Responsible for day-to-day performance of project effort.
- Provides weekly client project status reports and has a knowledge of all tasks related to client projects.
- Supports Managing Director in oversight of multi-level programs.
- Handles cross-team subcontractor support and program financials.
- Meets regularly with government program manager to discuss performance, propose initiatives and establish priorities.
- Develops, directs and manages strategic approach and strives to improve work, processes, products and services.
- Leads and performs program area work.
- Meets with client regularly to ensure work meets/exceeds client objectives.
- Performs program area work.

Experience Requirement: Minimum 5 years' experience in Marketing or related field in providing direction to organizations on business and complex issues. Experience should include managing program related projects, project and organizational assessment, business systems applications and process improvements.

Education Requirement: Bachelor's Degree

Associate Manager

Job Description/Responsibilities: Associate Manager is responsible for the day-to-day management of client services support tasks, project coordination efforts and administrative tasks.

- Oversees all project and office logistics, and manages the catalog of all research and survey materials.
- Promotes good vendor/client relationships.
- Performs program area work.
- Leads and performs program area work.
- Proposes and implements creative methods to complete work effectively and efficiently.
- Supports team in producing high quality deliverables.
- Meets with client as needed.
- Supports writing projects and aids in ensuring communications clearly relay client key messages and adhere to identified requirements.
- Performs document quality assurance and quality control reviews.
- Works with staff to improve writing flow and layout.

Experience Requirement: Possess a minimum of 2 years' experience in Marketing or related field and a thorough understanding of program-management related projects, project and organizational assessment, business systems application and process improvements.

Education Requirement: Bachelor's Degree

Research Support

Job Description/Responsibilities: Provides general support to research initiatives and oversees scheduling and correspondence.

- Supports research initiatives through data gathering via a variety of electronic search tools, as well as surveys, interviews, and other investigative methods.
- Responsible for all material preparation including paper, audio and videotapes, copying supplies, printing and communications.
- Promotes and provides support to research team to maintain successful agency-client relationships.

Experience Requirement: Minimum of 2 years' experience in research-related position.

Education Requirement: Bachelor's Degree

Hourly Labor Rates

SIN	Labor Category	GSA Rate (Year 1)	GSA Rate (Year 2)	GSA Rate (Year 3)	GSA Rate (Year 4)	GSA Rate (Year 5)
541611, 541810, 541820, 541910	Subject Matter Expert	\$314.36	\$325.05	\$336.10	\$347.53	\$359.35
541611, 541810, 541820, 541910	Managing Director	\$314.36	\$325.05	\$336.10	\$347.53	\$359.35
541611, 541810, 541820, 541910	Project Manager	\$220.05	\$227.54	\$235.27	\$243.27	\$251.55
541611, 541810, 541820, 541910	Associate Manager	\$117.88	\$121.89	\$126.04	\$130.32	\$134.75
541611, 541810, 541820, 541910	Research Designer	\$327.46	\$338.59	\$350.11	\$362.01	\$374.32
541611, 541810, 541820, 541910	Research Support	\$29.47	\$30.47	\$31.51	\$32.57	\$33.68