On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage™, a menu-driven database system. The INTERNET address for GSA Advantage™ is: http://www.GSAAdvantage.gov.

Schedule for - Multiple Award Schedule
Federal Supply Group: Class:
Contract Number: See Block 2 of SF1449

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at http://www.gsa.gov/schedules-ordering

Contract Number: 47QREA19D000P

Contract Period: May 24, 2019 – May 23, 2024

Contractor: Avoe Enterprise Solutions, LLC
615 Caswell Street
Chester, SC 29706

Business Size: Small, SDVOSB, HUBZone
Telephone: 803-374-6515
Fax: 800-557-1084
Web Site: www.avoe-usa.com
E-mail: erailey@avoe-usa.com
Contract Administration: Eddie Railey

CUSTOMER INFORMATION:

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

<table>
<thead>
<tr>
<th>SIN</th>
<th>SIN Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>541611</td>
<td>Management and Financial Consulting, Acquisition, and Grants</td>
</tr>
<tr>
<td></td>
<td>Management Support, and Business Program and Project Management Services</td>
</tr>
<tr>
<td>611430</td>
<td>Professional and Management Development Training</td>
</tr>
<tr>
<td>611512</td>
<td>Flight Training</td>
</tr>
<tr>
<td>OLM</td>
<td>Order Level Materials</td>
</tr>
</tbody>
</table>

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item.

2. Maximum Order: SIN 541611: $1,000,000.00
3. **Minimum Order**: $100.00

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).

7. **Quantity discounts**: None

8. **Prompt payment terms**: None  
   Note: Prompt payment terms must be followed by the statement "Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions."

9a. **Notification that Government purchase cards are accepted up to the micro-purchase threshold**: Yes

9b. **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold**: Yes

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

11a. **Time of Delivery (Contractor insert number of days)**: Specified on the Task Order

11b. **Expedited Delivery**: The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor

11c. **Overnight and 2-day delivery**: The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor

11d. **Urgent Requirements**: The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to affect a faster delivery: Contact Contractor

12. **F.O.B. Points(s)**: Destination

13a. **Ordering Address(es)**: Same as Contractor

13b. **Ordering procedures**: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. **Payment address(es)**: Same as company address

15. **Warranty provision**: Contractor’s standard commercial warranty.

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

17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level)**: Contact Contractor

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

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

20a. Terms and conditions for any other services (if applicable): None

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

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

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

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): [Identify as applicable]

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov/

25. Data Universal Numbering System (DUNS) number: 010043336

26 Notification regarding registration in System for Award Management (SAM) database: Registered

27. Final Pricing:
The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Minimum Education</th>
<th>Minimum Years of Experience</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Onsite Services</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Director/Executive</td>
<td>Masters</td>
<td>15</td>
<td>$213.28</td>
</tr>
<tr>
<td>Consultant</td>
<td>Masters</td>
<td>15</td>
<td>$184.77</td>
</tr>
<tr>
<td>Process Improvement Specialist - Senior</td>
<td>Bachelors</td>
<td>12</td>
<td>$142.63</td>
</tr>
<tr>
<td>Process Improvement Specialist - Mid-Level</td>
<td>Bachelors</td>
<td>8</td>
<td>$92.36</td>
</tr>
<tr>
<td>Process Improvement Specialist - Junior</td>
<td>Bachelors</td>
<td>2</td>
<td>$70.81</td>
</tr>
<tr>
<td>Program/Project Manager</td>
<td>Bachelors</td>
<td>5</td>
<td>$129.50</td>
</tr>
<tr>
<td>Senior Analyst</td>
<td>Bachelors</td>
<td>10</td>
<td>$107.54</td>
</tr>
<tr>
<td>Analyst</td>
<td>Bachelors</td>
<td>5</td>
<td>$79.04</td>
</tr>
<tr>
<td>Analyst - Junior</td>
<td>Bachelors</td>
<td>2</td>
<td>$68.95</td>
</tr>
<tr>
<td>Administrative Support - Senior</td>
<td>Bachelors</td>
<td>5</td>
<td>$66.27</td>
</tr>
<tr>
<td>Administrative Support - Junior</td>
<td>High School</td>
<td>1</td>
<td>$37.39</td>
</tr>
</tbody>
</table>
## Labor Category Descriptions

### Director/Executive

**Minimum Year Experience:** 15  
**Minimum Education:** Master's  
**Responsibilities:**  
Executive level position that manages a wide variety of complex technical, functional, and organizational assessment activities in support of enterprise improvement efforts. Responsible for managing subordinate technical and consulting teams; developing sophisticated operational concepts and plans; reviewing and analyzing organization structure, performance and processes in order to improve the efficiency and effectiveness the enterprise; reviewing and evaluating current and planned programs and projects to assess impacts on the organization mission and goals; integrating the results of complex models and simulations; reviewing, designing, and developing recommendations to improve organization policies, processes, and practices; coordinating and developing strategic plans; and, leading the implementation of appropriate change management initiatives.

### Consultant

**Minimum Year Experience:** 15  
**Minimum Education:** Master's  
**Responsibilities:**  
Senior Level position responsible for reviewing and analyzing organization structure, performance, and processes in order to improve the efficiency and effectiveness of an organization. Responsible for analyzing processes and systems of an organization; reviewing and evaluating planned programs and projects to assess impacts on the organization mission and goals; reviewing, designing, and developing recommendations to improve organization policies, processes, and practices; assisting with the development of strategic plans; and facilitating implementation of appropriate change management initiatives. May manage the efforts of technical and/or functional analysis teams and subject matter experts and assist in designing experiments to support evaluation of management and functional activities.
**Process Improvement Specialist - Senior**

**Minimum Year Experience:** 12

**Minimum Education:** Bachelor's

**Responsibilities:**

Experience performing as a Certified Lean Six Sigma Master Blackbelt. Responsible for providing managerial, and administrative direction for problem definition, analysis, requirements development and implementation for complex to extremely complex systems in the subject matter area. Experience providing and recommending organization-wide improvements, risk management; automation, modeling and simulation, optimization and maintenance efforts in the functional area being addressed; provides expertise demonstrating concepts, best practices methodologies; provides expertise from industry in solving problems, implementing solutions and providing analytical measurements of results.

**Process Improvement Specialist - Mid-Level**

**Minimum Year Experience:** 8

**Minimum Education:** Bachelor's

**Responsibilities:**

Experience performing as a Certified Lean Six Sigma Blackbelt. Define problems and analyze and develop plans and requirements for simple to moderately complex systems. Ability to coordinate and manage the preparation of analysis, evaluations, and recommendations for proper implementation of programs and systems specifications in the areas of process improvement; life-cycle management; policy development, methodologies, and modeling, and simulation in the functional area being addressed. Provides demonstrating concepts, best practices methodologies; provides expertise from industry in solving problems, implementing solutions and providing analytical measurements of results.

**Process Improvement Specialist – Junior**

**Minimum Year Experience:** 2

**Minimum Education:** Bachelor's

**Responsibilities:**

Assists in developing process improvement strategies for moderately complex and advanced programs. Provides analysis, evaluation and recommendations for improvements, optimization, development, and/or maintenance efforts for client-specific or mission-critical proficiencies. Consults with leadership to define need or problem, conducts studies and surveys to obtain data, and analyzes data to advise on or recommend solutions. Manages the preparation of analysis, evaluations, and recommendations for proper implementation of organizational functions, systems and mission-critical programs.

**Program/Project Manager**

**Minimum Year Experience:** 5

**Minimum Education:** Bachelor's

**Responsibilities:**

Responsible for the planning and execution of all activities related to large, complex programs; managing the activities of multiple projects, project teams, technical and analysis teams, consulting and business analysis teams, and other subject matter experts in support of each assigned system, project, or program; reviewing and approving work products; ensuring compliance with management policies, plans and procedures; interfacing with the customer's leadership to ensure efforts are consistent with cost, schedule, and the performance requirements. Serves as the main point of contact for contract execution, resolution of divergent viewpoints and advises on any critical decisions resulting from unseen situations, which may develop during the life of the program. Responsible for supervising all personnel activities and oversees the hiring of team personnel and ensures that all personnel assigned to a task meet the customer's qualification standards and receive necessary training. Responsible for coordination of subcontractors, develops budgets and approves invoices, expenditures and deliverables.
**Senior Analyst**
Minimum Year Experience: 10
Minimum Education: Bachelor's
Responsibilities:
Senior Level position responsible for managing and coordinating work activities in the development, evaluation, and change management of functional programs. Responsible for conferring with leadership regarding program execution; reviewing and developing program performance metrics; collecting, maintaining and processing data; identifying problems and developing recommendations for improvements; preparing and delivering decision support reports and briefings; negotiating program changes and coordinating the preparation of proposals, plans, specifications, and financial conditions of contracts; and, performing data analysis using statistical techniques. May manage program team members and projects.

**Analyst**
Minimum Year Experience: 5
Minimum Education: Bachelor's
Responsibilities:
Assists with the development, evaluation, and change management of functional programs. Responsible for the execution, review and development of program performance metrics; collecting, maintaining, and processing data; identifying problems or improvements; preparing and delivering decision support reports and briefings; implementing changes in program execution plans, specifications, and financial conditions of programs; and, performing data analysis using statistical techniques. May coordinate and oversee the efforts of others or manage projects.

**Analyst - Junior**
Minimum Year Experience: 2
Minimum Education: Bachelor's
Responsibilities:
Assists with the development, evaluation, and change management of functional programs. Responsible for the execution, review and development of program performance metrics; collecting, maintaining, and processing data; identifying problems or improvements; preparing and delivering decision support reports and briefings; implementing changes in program execution plans, specifications, and financial conditions of programs; and, performing data analysis using statistical techniques.

**Administrative Support - Senior**
Minimum Year Experience: 5
Minimum Education: Bachelor's
Responsibilities:
Responsible for the effective administration of the business operations for an office, department, or division. Assures that acceptable administrative services are provided to the client within budget, on schedule and with a minimum of disruption. Assist in the preparation of budgets. Carries out recurring office procedures independently. Reviews outgoing materials and correspondence for internal consistency and conformance with office procedure. Performs administrative assignments requiring the ability to follow directions and procedures. Proofreads for error and proper format. May provide all aspects of meeting planning support. May supervise other administrative support resources.

**Administrative Support – Junior**
Minimum Year Experience: 1
Minimum Education: High School
Responsibilities:
Performs administrative assignments requiring the ability to follow directions and procedures. Proofreads for error and proper format. Performs other administrative activities including reviewing materials to be typed, answering telephones, taking messages, and making copies. May also perform receptionist duties as required. May also provide meeting planning support as required.