

# **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>.*



## **Multiple Award Schedule (MAS)**

**FSC Group: Professional Services and Information Technology Categories**  
**FSC Classes: DA01, R408**

**Contract Number: 47QTCA24D006L**

**Mission-Insights LLC**  
**300 M Street SE, Suite 325**  
**Washington, DC 20003**  
**Telephone: 202-644-8998**  
**[www.mission-insights.net](http://www.mission-insights.net)**

**Contract Administrator:** Sheila Duffy, 202-644-8998, [director@mission-insights.net](mailto:director@mission-insights.net)

**Contract Period: March 19, 2024 – March 18, 2029**

**Business Size/Status: Woman-Owned Small Business (WOSB)**

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

**Pricelist current as of modification #PO-0001 effective March 19, 2024**

Prices shown herein are NET (discount deducted).



**Contract Holder**

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## CUSTOMER INFORMATION

**Joint Venture (JV) Statement:** Mission-Insights LLC is an SBA approved joint venture between ASR Analytics, LLC (Mentor) and Greystones Consulting Group LLC (Protégé) hold the following FSS contracts:

- ASR Analytics, LLC, GS-35F-450AA, SIN 54151S and 541611
- Greystones Consulting Group LLC, 47QTCA20D0076, SIN 54151S and 541611

*The joint venture and its partners acknowledge that the joint venture partners are prohibited from submitting competing quotations for FSS program orders and BPAs using either their own FSS program contracts or any FSS program joint venture contracts for which they are a joint venture partner.*

1a. Table of awarded special item numbers with appropriate cross reference to item descriptions and awarded prices:

SIN	Recovery	SIN Title
54151S	54151S RC / 54151S STLOC	Information Technology Professional Services
541611	541611 RC	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
OLM	OLM RC OLM STLOC	Order Level Materials

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 discounts, or any other concession affecting price. 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.

Please refer to our rates on [page #13](#)

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.

Please refer to our labor category descriptions beginning on [page #7](#)

2. Maximum Order:

SIN 54151S: \$ 500,000  
SIN 541611: \$ 1,000,000  
SIN OLM: \$ 250,000

3. Minimum Order:

\$100.00

4. Geographic coverage:

Worldwide

5. Point of Production:

United States

6. Discount from List Prices or statement of net price:

Government net prices (discounts already deducted.)

7. Quantity Discounts:

0.25% for orders with an initial funding value at or above \$500,000

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:

Not Applicable

10a. Time of Delivery:	As negotiated at the Task Order level
10b. Expedited Delivery:	Items available for expedited delivery are noted in this price list.
10c. Overnight and 2-Day Delivery:	Ordering activity may contact contractor for rates for overnight and two-day delivery.
10d. Urgent Requirements:	Ordering agencies can request accelerated delivery for urgent requirements.
11. F.O.B. Point:	Destination
12a. Ordering Address:	Mission-Insights LLC Attn: Business Development 300 M Street SE, Suite 325 Washington, DC 20003
12b. Ordering Procedures:	See Federal Acquisition Regulation (FAR) 8.405-3.
13. Payment Address:	Mission-Insights LLC Attn: Operations 300 M Street SE, Suite 325 Washington, DC 20003
14. Warranty Provision:	Not applicable
15. Export Packing Charges, if applicable:	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. If applicable, indicate that Section 508 compliance information is available for the information and communications technology (ICT) products and services offered and show where full details can be found (e.g., Contractor's website or other location). ICT accessibility standards can be found at <a href="https://www.section508.gov/">https://www.section508.gov/</a> .	Not applicable
23. Unique Entity Identifier (UEI) Number:	YYGMUM8GV4B5
24. Mission-Insights LLC <u>is</u> registered and active in the System for Award Management (SAM).	

**CONTRACT OVERVIEW**

GSA awarded Mission-Insights LLC GSA Multiple Award Schedule (MAS) contract number 47QTCA24D006L on March 19, 2024. The base contract period is March 19, 2024 – March 18, 2029. GSA may exercise up to three additional 5-year option periods. The contract allows for the placement of fixed price or time and materials task orders using the labor categories and ceiling rates defined in the contract.

**CONTRACT ADMINISTRATOR**

Sheila Duffy  
Mission-Insights LLC  
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Washington, DC 20003  
Telephone: 202-644-8998  
Email: [director@mission-insights.net](mailto:director@mission-insights.net)

**MARKETING AND TECHNICAL POINT OF CONTACT**

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**BRIEF COMPANY OVERVIEW**

Mission-Insights LLC (Mission) is a woman-owned small business (WOSB) joint venture (JV) established in 2023 between SBA-approved mentor-protégé firms Greystones Consulting Group, LLC (protégé) and ASR Analytics, LLC (mentor, a GCOM Company). The members of the JV have more than 33 years of combined experience delivering complex analytics, data science, strategy, and IT modernization engagements. Mission specializes in merging technologies such as graph database (GDB) exploration and analysis, cloud solutions, GDB as a Service (GDBaaS), artificial intelligence (AI), machine learning (ML), natural language processing (NLP), text analytics, intelligent automation (IA), low and no-code software solutions, and software development and deployment.

**CONTRACT USE**

This contract is available for use by all federal government agencies, as a worldwide source for Information Technology and Management and Financial Consulting Professional Services. Executive agencies, other federal agencies, mixed-ownership government corporations, the District of Columbia, government contractors authorized in writing by a federal agency pursuant to 48 CFR 51.1, and other activities and organizations authorized by statute or regulation to use GSA as a source of supply may use this contract. Additionally, contractors are encouraged to accept orders received from activities within the Executive Branch of the Federal Government.

**CONTRACT SCOPE**

The contractor shall provide all resources including personnel, management, supplies, services, materials, equipment, facilities, and transportation necessary to provide a wide range of professional services as specified in each task order.

Services specified in a task order may be performed at the contractor's facilities or the ordering agencies' facilities. The government will determine the contractor's compensation by any of several different methods to be specified at the task order level (e.g., a firm-fixed price for services with or without incentives, labor hours or time-and-material).

**SPECIAL ITEM NUMBER (SIN) DESCRIPTIONS**

The Special Item Numbers (SINs) available under this contract provide services across the full life cycle of a project. When task orders are placed, they must identify the SIN or SINs under which the task is being executed. Mission-Insights LLC has been awarded a contract by GSA to provide services under the following SINs:

SIN	State and Local	SIN Title
54151S	54151S RC 54151S STLOC	Information Technology Professional Services

SIN	State and Local	SIN Title
541611	541611RC	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
OLM	OLM RC OLM STLOC	Order Level Materials

**SIN 54151S, Information Technology Professional Services:** IT Professional Services and/or labor categories for database planning and design; systems analysis, integration, and design; programming, conversion and implementation support; network services, data/records management, and testing.

**SIN 541611, Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services:** Provide operating advice and assistance on administrative and management issues. Examples include strategic and organizational planning, business process improvement, acquisition and grants management support, facilitation, surveys, assessment and improvement of financial management systems, financial reporting and analysis, due diligence in validating an agency's portfolio of assets and related support services, strategic financial planning, financial policy formulation and development, special cost studies, actuarial services, economic and regulatory analysis, benchmarking and program metrics, and business program and project management.

Inherently Governmental services as identified in FAR 7.503 or by the ordering agency are prohibited. It is the responsibility of the Contracting Officer placing the order to make this determination. Ordering activities must require prospective contractors to identify potential conflicts of interest and address those, prior to task order award.

Personal services as defined in FAR 37.104 are prohibited.

**SIN OLM, Order-Level Materials (OLM):** OLMs are supplies and/or services acquired in direct support of an individual task or delivery order placed against a Federal Supply Schedule (FSS) program contract or BPA. OLM pricing is not established at the FSS contract, but at the order level. Since OLMs are identified and acquired at the order or BPA level, the ordering contracting officer (OCO) is responsible for making a fair and reasonable price determination for all OLMs using FAR 15.404 techniques for commercial price determinations. Using this procedure, ancillary supplies and services that are unknown at the time of the Schedule contract award may be included and priced at the order level or BPA level.

OLM SIN-Level Requirements/Ordering Instructions:

OLMs are:

- Purchased under the authority of the FSS Program as a special ordering procedure.
- Identified at the order or BPA level (either at the time the order is placed or as the requirement for OLMs develop during the course of performance).
- Defined and priced at the ordering activity level in accordance with GSAR clause 552.238-115 Special Ordering Procedures for the Acquisition of Order-Level Materials.
- Only authorized for use in direct support of another awarded SIN.
- Only authorized for inclusion at the order level under a Time-and-Materials (T&M) or Labor-Hour (LH) Contract Line Item Number (CLIN).
- Subject to a Not to Exceed (NTE) ceiling price limited to 33.33% of the total value of the order or BPA.

OLMs are not items awarded under ancillary supplies/services or other direct cost (ODC) SINs (these items are defined, priced, and awarded at the FSS contract level).

## INSTRUCTIONS FOR PLACING ORDERS FOR SERVICES BASED ON GSA SCHEDULE HOURLY RATES

GSA provides a streamlined, efficient process for ordering the services you need. GSA has already determined that Mission-Insights LLC meets the technical requirements and that our prices offered are fair and reasonable. Agencies may use written orders, facsimile orders, credit card orders, blanket purchase agreement orders or individual purchase orders under this contract.

If it is determined that your agency needs an outside source to provide MAS services, follow these simple steps:

Orders under the Micro-Purchase Threshold	
<ul style="list-style-type: none"> <li>Select the contractor best suited for your needs and place the order.</li> </ul>	
Orders in-between the Micro-Purchase Threshold and the Simplified Acquisition Threshold	
<ul style="list-style-type: none"> <li>Prepare a SOW or Performance Work Statement (PWS) in accordance with FAR 8.405-2(b).</li> <li>Prepare and send the RFQ (including SOW and evaluation criteria) to at least <b>three</b> GSA Schedule contractors.</li> <li>Evaluate, then make a "Best Value" determination.</li> </ul> <p><b>Note:</b> The ordering activity should request GSA Schedule contractors to submit firm-fixed prices to perform the services identified in the SOW.</p>	
Orders over the Simplified Acquisition Threshold	
<ul style="list-style-type: none"> <li>Prepare the RFQ (including the SOW and evaluation criteria) and post on eBuy to afford all Schedule contractors the opportunity to respond or provide the RFQ to as many Schedule contractors as practicable, consistent with market research, to reasonably ensure that quotes are received from at least <b>three</b> contractors.</li> <li>Seek price reductions.</li> <li>Evaluate all responses and place the order or establish the BPA with the GSA Schedule contractor that represents the best value (refer to FAR 8.405-2(d)).</li> </ul> <p><b>Note:</b> The ordering activity should request GSA Schedule contractors to submit firm-fixed prices to perform the services identified in the SOW.</p>	
Developing a Statement of Work (SOW)	Preparing a Request for Quote (RFQ)
<p>In the SOW, include the following information:</p> <ul style="list-style-type: none"> <li>Work to be performed,</li> <li>Location of work,</li> <li>Period of performance;</li> <li>Deliverable schedule, and</li> <li>Special standards and any special requirements, where applicable.</li> </ul>	<ul style="list-style-type: none"> <li>Include the SOW and evaluation criteria;</li> <li>Request fixed price, ceiling price, or, if not possible, labor hour or time and materials order;</li> <li>If preferred, request a performance plan from contractors and information on past experience; and include information on the basis for selection.</li> <li>May be posted on GSA's electronic RFQ system, e-Buy</li> </ul>

For more information related to ordering services, go to <https://www.gsa.gov/schedules>.

## BLANKET PURCHASE AGREEMENT

Ordering activities may establish BPAs under any schedule contract to fill repetitive needs for supplies or services. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPAs and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). In determining how many BPAs to establish, consider:

- The scope and complexity of the requirement(s);
- The need to periodically compare multiple technical approaches or prices;
- The administrative costs of BPAs; and
- The technical qualifications of the schedule contractor(s).

Establishment of a single BPA, or multiple BPAs, shall be made using the same procedures outlined in 8.405-1 or 8.405-2. BPAs shall address the frequency of ordering, invoicing, discounts, requirements (e.g. estimated quantities, work to be performed), delivery locations, and time.

When establishing multiple BPAs, the ordering activity shall specify the procedures for placing orders under the BPAs.

Establishment of a multi-agency BPA against a Federal Supply Schedule contract is permitted if the multi-agency BPA identifies the participating agencies and their estimated requirements at the time the BPA is established.

Ordering from BPAs:

Single BPA. If the ordering activity establishes one BPA, authorized users may place the order directly under the established BPA when the need for the supply or service arises.

Multiple BPAs. If the ordering activity establishes multiple BPAs, before placing an order exceeding the micro-purchase threshold, the ordering activity shall:

- Forward the requirement, or statement of work and the evaluation criteria, to an appropriate number of BPA holders, as established in the BPA ordering procedures; and
- Evaluate the responses received, make a best value determination (see 8.404(d)), and place the order with the BPA holder that represents the best value.

BPAs for hourly rate services. If the BPA is for hourly rate services, the ordering activity shall develop a statement of work for requirements covered by the BPA. All orders under the BPA shall specify a price for the performance of the tasks identified in the statement of work.

Duration of BPAs. BPAs generally should not exceed five years in length but may do so to meet program requirements. Contractors may be awarded BPAs that extend beyond the current term of their GSA Schedule contract, so long as there are option periods in their GSA Schedule contract that, if exercised, will cover the BPA's period of performance.

Review of BPAs:

The ordering activity that established the BPA shall review it at least once a year to determine whether:

- The schedule contract, upon which the BPA was established, is still in effect;
- The BPA still represents the best value (see 8.404(d)); and
- Estimated quantities/amounts have been exceeded and additional price reductions can be obtained.

The ordering activity shall document the results of its review.

## LABOR CATEGORY DESCRIPTIONS

Mission-Insights incorporates the following education and experience substitutions, which are a part of its standard commercial practices:

### Education and Experience Substitution Methodology:

High School Diploma + 4 years additional experience	↔	Bachelors Degree
Associates Degree + 2 years additional experience		
Bachelors Degree + 2 years additional experience	↔	Masters Degree
Masters Degree + 3 years additional experience		
Bachelors Degree + 5 years additional experience	↔	Ph.D.

### Education Substitution Methodology:

- Ph.D. may be substituted for three (3) years of required experience for positions requiring a Masters Degree or five (5) years with positions requiring a Bachelors Degree.
- Masters Degree may be substituted for two (2) years of required experience with positions requiring a Bachelors Degree.
- Bachelors Degree may be substituted for four (4) years of required experience with positions requiring a High School Diploma.
- Associates Degree may be substituted for two (2) years of required experience with positions requiring a High School Diploma.
- Specialized software certifications may be substituted for two (2) years of experience
- Project Management Professional (PMP) certification may be substituted for two (2) years of experience

### Special Item Number 54151S, Information Technology Professional Services

[ASR Analytics] IT Principal or SME	
<b>Functional Responsibility:</b>	Responsible for the leadership of project teams, financial management of firm resources, and strategic engagement with client executives. Additionally, SMEs provide unique technical expertise in key areas including design and development of predictive analytical models and algorithms for data mining and statistical analysis.
<b>Minimum Education:</b>	Bachelor's degree, typically in Computer Science, Mathematics or Statistics.
<b>Minimum Experience:</b>	Minimum 12 years of relevant experience, including at least five (5) years of experience in a specialized, relevant field of technology or business.

[ASR Analytics] IT Senior Manager	
<b>Functional Responsibility:</b>	Responsible for the management and delivery of large projects and engagement with client management. Technical responsibilities include systems architecture, database design, data modeling, requirements analysis, and quality review of project deliverables.
<b>Minimum Education:</b>	Bachelor's degree, typically in Computer Science, Mathematics, or Statistics.
<b>Minimum Experience:</b>	Minimum 10 years relevant experience, including at least three (3) years of experience in a specialized, relevant field of technology or business.

[ASR Analytics] IT Senior Consultant	
<b>Functional Responsibility:</b>	Responsible for the management of mid-size projects or team-leadership on large tasks. Technical responsibilities include systems and database programming, database administration, business intelligence software configuration, requirements analysis, report design and testing. Performs initial quality review of project deliverables and work products.
<b>Minimum Education:</b>	Bachelor's degree, typically in Computer Science, Mathematics, or Statistics.
<b>Minimum Experience:</b>	Minimum five (5) years relevant experience, including at least three (3) years of experience in a specialized, relevant field of technology or business.

<b>[ASR Analytics] IT Consultant</b>	
<b>Functional Responsibility:</b>	Responsible for the management of small projects, or for team-leadership on mid-sized tasks. Technical responsibilities include systems and database programming, requirements analysis, report design and testing. Coordinates team activities and provides consulting support and expertise to clients.
<b>Minimum Education:</b>	Bachelor's degree, typically in Computer Science, Mathematics or Statistics.
<b>Minimum Experience:</b>	Minimum three (3) years of relevant experience.

<b>[ASR Analytics] IT Junior Consultant</b>	
<b>Functional Responsibility:</b>	Responsible for the day-to-day execution of assigned project tasks and for the management of independent tasks. Technical responsibilities include systems and database programming, requirements gathering, report design and testing.
<b>Minimum Education:</b>	Bachelor's degree, typically in Computer Science, Mathematics or Statistics.
<b>Minimum Experience:</b>	Minimum one (1) year of relevant experience.

<b>[ASR Analytics] IT Support Staff</b>	
<b>Functional Responsibility:</b>	Responsible for the day-to-day execution of assigned project tasks, based on direction and guidance from supervisory staff. Technical responsibilities include drafting technical documents, assisting with production of work products, and initial testing.
<b>Minimum Education:</b>	Associate degree, some college level courses, or technical training.
<b>Minimum Experience:</b>	Minimum one (1) year of relevant work experience.

<b>[Greystones] Systems Engineer</b>	
<b>Functional Responsibility:</b>	Applies knowledge of systems engineering concepts and techniques to develop and implement automated solutions to engineering, scientific, or business data acquisition and management problems.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Five (5) years of experience.

<b>[Greystones] Analyst II**</b>	
<b>Functional Responsibility:</b>	Analyzes problems for resolution. Works with minimal supervision, often under the guidance of a more senior analyst, engineer, or program manager.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Four (4) years of experience.

<b>[Greystones] Network Administrator II</b>	
<b>Functional Responsibility:</b>	With minimal supervision, may design, install, and maintain complex networks that typically link numerous computing platforms, operating systems, and network topologies across widely dispersed geographic areas.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Two (2) years of experience.

<b>[Greystones] Engineer I</b>	
<b>Functional Responsibility:</b>	Working toward technical and/or programmatic objectives, performs in a professional position requiring broad specialized knowledge and experience.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Eight (8) years of experience.

<b>[Greystones] Analyst I**</b>	
<b>Functional Responsibility:</b>	Works under the supervision of a more senior analyst, engineer, or program manager. Assists in the development of performance and technical specifications.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Three (3) years of experience.

<b>[Greystones] Data Analyst II</b>	
<b>Functional Responsibility:</b>	Analyzes complex organizational and system(s); designs and implements database systems in both stand-alone and network configurations; knowledgeable in both commercially available off-the-shelf (COTS) and custom database software platforms; and develops technical documentation. Requires very little supervision. Performs training of lower-level data analyst.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Two (2) years of experience.

<b>[Greystones] Data Analyst I</b>	
<b>Functional Responsibility:</b>	Assists in the analysis of organizational and system(s); designs and implements database systems in both stand-alone and network configurations.
<b>Minimum Education:</b>	Associate's Degree
<b>Minimum Experience:</b>	One (1) year of experience.

### Special Item Number 541611, Management and Financial Consulting

<b>[ASR Analytics] Subject Matter Expert</b>	
<b>Functional Responsibility:</b>	Provides expertise in a particular functional area, such as science, technology, management, public policy, public administration, etc. Offers guidance, consultation, facilitation, thought leadership, and education to the client and/or project team based on his/her specialized expertise.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Has 13 or more years of work experience, including at least five (5) in a specialized, relevant field.

<b>[ASR Analytics] Director</b>	
<b>Functional Responsibility:</b>	Provides leadership and overall direction for concurrent multiple small projects within a single large organization or serves as the project manager of a single large project containing multiple tasks. Applies industry expertise, as well as functional and project management knowledge. Works with senior executives in the client organization.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Minimum 10 years of relevant work experience.

<b>[ASR Analytics] Principal</b>	
<b>Functional Responsibility:</b>	Responsible for day-to-day management and leadership of large or mid-sized projects. Coordinates and directs the activities of other consultants and provides consulting support and expertise to clients, including: (1) resolving project issues, (2) managing quality control for deliverables, and (3) presenting project findings and results to client management.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Minimum seven (7) years of relevant work experience.

<b>[ASR Analytics] Managing Consultant</b>	
<b>Functional Responsibility:</b>	Responsible for day-to-day management and leadership of smaller projects, or for team-leadership on large projects. Coordinates and directs the activities of junior consultants and provides consulting support and expertise to clients, including: (1) identifying project issues, (2) reviewing deliverables developed by others, and presenting project findings and results to lower levels of client management.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Minimum five (5) years of relevant work experience.

<b>[ASR Analytics] Senior Consultant</b>	
<b>Functional Responsibility:</b>	Leads information gathering, conducts research, develops databases and spreadsheets, analyzes data, creates process diagrams, drafts project reports, training materials, and other deliverables.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Minimum three (3) years of relevant work experience.

<b>[ASR Analytics] Consultant II</b>	
<b>Functional Responsibility:</b>	Gathers information for more senior team members, conducts research, manages databases and spreadsheets, analyzes data, takes notes during meetings and interviews, drafts process diagrams, contributes to project reports, training materials, and other deliverables.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Minimum two (2) years of relevant work experience.

<b>[ASR Analytics] Consultant I</b>	
<b>Functional Responsibility:</b>	Assists project team members with information gathering and research, organizes data and project documents, cleans, and analyzes data, assists project manager in the development of deliverables.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Minimum one (1) year of relevant work experience.

<b>[ASR Analytics] Professional Assistant**</b>	
<b>Functional Responsibility:</b>	Assists project staff in organizing and managing project documents; assists project management with professional and administrative activities.
<b>Minimum Education:</b>	Associate's Degree
<b>Minimum Experience:</b>	Minimum one (1) year of relevant work experience.

<b>[Greystones] Senior Project Manager</b>	
<b>Functional Responsibility:</b>	Responsible for all aspects of the development and implementation of assigned projects and provides a single point of contact for those projects. Takes projects from original concept through final implementation. Interfaces with all areas affected by the project including end users, computer services, and client services. Defines project scope and objectives. Develops detailed work plans, schedules, project estimates, resource plans, and status reports. Conducts project meetings and is responsible for project tracking and analysis. Ensures adherence to quality standards and reviews project deliverables. Manages the integration of vendor tasks and tracks and reviews vendor deliverables. Provides technical and analytical guidance to project team. Recommends and takes action to direct the analysis and solutions of problems. Must have performed at senior levels in areas of expertise. Must possess the ability to solve complex problems in an efficient and unique manner.
<b>Minimum Education:</b>	Master's Degree
<b>Minimum Experience:</b>	Eight (8) years of experience.

<b>[Greystones] Project Manager</b>	
<b>Functional Responsibility:</b>	Responsible for all aspects of the development and implementation of assigned projects and provides a single point of contact for those projects. Takes projects from original concept through final implementation. Interfaces with all areas affected by the project including end users, computer services, and client services. Defines project scope and objectives. Develops detailed work plans, schedules, project estimates, resource plans, and status reports. Conducts project meetings and is responsible for project tracking and analysis. Ensures adherence to quality standards and reviews project deliverables. Manages the integration of vendor tasks and tracks and reviews vendor deliverables. Provides technical and analytical

	guidance to project team. Recommends and takes action to direct the analysis and solutions of problems.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Five (5) years of experience.

<b>[Greystones] Senior Program Manager</b>	
<b>Functional Responsibility:</b>	Program Management experience should include experience in Cost/Budget Control, Deliver quality products and services. Program Manager should demonstrate qualities of leadership and demonstrated ability to manage personnel and review/deliver quality products and services. Program Manager must possess ability to conduct Program Reviews. Must have performed at senior levels in areas of expertise. Must possess the ability to solve complex problems in an efficient and unique manner.
<b>Minimum Education:</b>	Master's Degree
<b>Minimum Experience:</b>	Six (6) years of experience.

<b>[Greystones] Program Manager</b>	
<b>Functional Responsibility:</b>	Program Management experience should include experience in Cost/Budget Control, Deliver quality products and services. Program Manager should demonstrate qualities of leadership and demonstrated ability to manage personnel and review/deliver quality products and services. Program Manager must possess ability to conduct Program Reviews.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Three (3) years of experience.

<b>[Greystones] Senior Strategic Planner</b>	
<b>Functional Responsibility:</b>	Program Management experience should include experience in Cost/Budget Control, Deliver quality products and services. Program Manager should demonstrate qualities of leadership and demonstrated ability to manage personnel and review/deliver quality products and services. Program Manager must possess ability to conduct Program Reviews.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Seven (7) years of experience.

<b>[Greystones] Strategic Planner</b>	
<b>Functional Responsibility:</b>	Provides strategic planning of large projects or a significant segment of a strategic planning portion of a large complex project. Provides the overall approach to clarify mission statements so they can be used as springboards in envisioning their desired future. Assists in developing mission and vision statements, subsequent goal delineation, provides guidance for building operational plans and specifying measurable outcomes to include capital outlay planning efforts in a consolidated strategic planning process and prioritizes those initiatives.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Five (5) years of experience.

<b>[Greystones] Senior Task Manager</b>	
<b>Functional Responsibility:</b>	Requirement to support following areas: Administrative, Financial, Management, Technical Data, etc., Reviewing SOW and PR for work task, Familiar with FARs; DFARs; DOD and NAVSEA regulations, policies, and directives. Task Management experience should include: Capability to review/approve quality of products and services submitted to Government, Ensure all schedule and deadlines are met, Provide training to personnel, Management of Personnel.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Eight (8) years of experience.

<b>[Greystones] Task Manager</b>	
<b>Functional Responsibility:</b>	Requirement to support following areas: Administrative, Financial, Management, Technical Data, etc., Reviewing SOW and PR for work task, Familiar with FARs; DFARs; DOD and NAVSEA regulations, policies, and directives. Task Management experience should include: Capability to review/approve quality of products and services submitted to Government, ensure all schedule and deadlines are met, provide training to personnel, management of Personnel.
<b>Minimum Education:</b>	Associate's Degree
<b>Minimum Experience:</b>	Five (5) years of experience.

<b>[Greystones] Senior Analyst</b>	
<b>Functional Responsibility:</b>	Responsible for the development of plans, schedules and budgets to meet contractual requirements for a portion of a program.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Five (5) years of experience.

<b>[Greystones] Analyst</b>	
<b>Functional Responsibility:</b>	Under general supervision, responsible for the development of plans, schedules and budgets to meet contractual requirements for a portion of a program.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Three (3) years of experience.

<b>[Greystones] Junior Analyst</b>	
<b>Functional Responsibility:</b>	Under direct supervision, responsible for the development of plans, schedules and budgets to meet contractual requirements for a portion of a program.
<b>Minimum Education:</b>	Associate's Degree
<b>Minimum Experience:</b>	Minimum one (1) year of relevant work experience.

<b>[Greystones] Senior Support Staff**</b>	
<b>Functional Responsibility:</b>	Performs a variety of clerical, administrative and records management functions within program management. Utilizes various software programs to collect/track/reconcile programmatic data relative to milestone decisions, and life cycle management of the program.
<b>Minimum Education:</b>	Bachelor's Degree
<b>Minimum Experience:</b>	Two (2) years of experience.

## HOURLY RATES FOR PROFESSIONAL SERVICES

SIN	Labor Category	JV Member	GSA Rate with IFF
54151S	IT Principal or SME	ASR Analytics	\$ 246.58
54151S	IT Senior Manager	ASR Analytics	\$ 179.03
54151S	IT Senior Consultant	ASR Analytics	\$ 160.77
54151S	IT Consultant	ASR Analytics	\$ 126.02
54151S	IT Junior Consultant	ASR Analytics	\$ 98.88
54151S	IT Support Staff	ASR Analytics	\$ 53.98
54151S	Systems Engineer	Greystones	\$ 124.59
54151S	Analyst II**	Greystones	\$ 110.92
54151S	Network Administrator II	Greystones	\$ 92.09
54151S	Engineer I	Greystones	\$ 89.88
54151S	Analyst I**	Greystones	\$ 74.75
54151S	Data Analyst II	Greystones	\$ 63.03
54151S	Data Analyst I	Greystones	\$ 45.11
541611	Subject Matter Expert	ASR Analytics	\$ 266.36
541611	Director	ASR Analytics	\$ 206.57
541611	Principal	ASR Analytics	\$ 187.21
541611	Managing Consultant	ASR Analytics	\$ 169.03
541611	Senior Consultant	ASR Analytics	\$ 133.84
541611	Consultant II	ASR Analytics	\$ 108.81
541611	Consultant I	ASR Analytics	\$ 83.21
541611	Professional Assistant**	ASR Analytics	\$ 57.71
541611	Senior Project Manager	Greystones	\$ 155.11
541611	Project Manager	Greystones	\$ 128.75
541611	Senior Program Manager	Greystones	\$ 133.89
541611	Program Manager	Greystones	\$ 108.19
541611	Senior Strategic Planner	Greystones	\$ 143.36
541611	Strategic Planner	Greystones	\$ 115.84
541611	Senior Task Manager	Greystones	\$ 94.73
541611	Task Manager	Greystones	\$ 76.55
541611	Senior Analyst	Greystones	\$ 93.34
541611	Analyst	Greystones	\$ 81.74
541611	Junior Analyst	Greystones	\$ 60.84
541611	Senior Support Staff**	Greystones	\$ 67.60

**Service Contract Labor Standards Matrix:**

SCA/SCLS Matrix		
SCLS Eligible Contract Labor Category	SCLS Equivalent Code Title	WD Number
Professional Assistant	01020 – Administrative Assistant	2015-4281
Analyst II	14102 – Computer Systems Analyst II	2015-4281
Analyst I	14101 – Computer Systems Analyst I	2015-4281
Senior Support Staff	14170 – System Support Specialist	2015-4281

**Service Contract Labor Standards:** The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (\*\*) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).