

# General Services Administration

## Federal Acquisition Service

### Authorized Federal Supply Schedule Price List



a Data Consulting and Technology Support Services Company

## Professional Services Schedule

### Industrial Group:00CORP

### Contract Number: GS-00F-0038Y

### Contract Period:

**September 12, 2012 through September 11, 2017**

#### **Xentity Corporation**

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Golden, CO 80402  
<http://www.xentity.com>  
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**Business Size:** Small, Disadvantaged, 8(a) Business

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>.

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



**CUSTOMER INFORMATION:**

**1a. Table of Awarded Special Item Number(s):**

The Special Item Numbers (SINs) awarded to Xentity are listed in the table below. Descriptions of services are detailed in section 1a.1

<b>SIN(s)</b>	<b>Description</b>
C132 51, C132 51RC	Information Technology Professional Services
874 1/1RC	Integrated Consulting Services

**1a.1 Description of Services**

*SIN C132 51 and C132 51RC - IT Professional Services*

Xentity's services below focus on research, design, architecture, management and communication lifecycle challenges for large high-technology organizations for private and public sector. We operate in extending the current leadership and management capabilities to offer out innovative architecture, design, analysis, and change approaches and solutions that help accelerate and increase quality and relevance of the project, program, management, governance, and implementation. Xentity's IT Professional Services include the following:

- Mission or resource system solution architecture design
- Physical component/server architecture model design
- Physical and logical data modeling
- As-is architecture pattern analysis
- System inventories
- Data Science Research
- Technology inventory analysis
- Segment, enterprise, or technology analysis of business or mission areas
- Analysis of technical business models as-is, to-be, and transition stages for maturity, common trends, precedence and potential pain points

*SIN 874 1/1RC – Integrated Consulting Services*

In addition to Xentity's enterprise services, our consultants have subject matter expertise in applying these services to issues critical to large world transformation such as energy, climate, geospatial, natural resources, travel, and education. We also invest in researching and piloting our patterns to allow us to prove our concepts and strengthen the specific business cases. This allows us to provide re-usable approaches, innovative concepts and solution patterns applicable to customer specific industries. Xentity's MOBIS services include the following:

- Business case financial, performance, and technology scenarios modeling
- Analysis of requirements, governance,
- Outreach Strategy, Execution, and Production
- Mission-Oriented Subject Matter,



business process, service portfolio, and stakeholder input

- Target architecture, new business models, and governance maturity transformation efforts Analysis and design of financial, performance, and organizational models
- Program and Policy Analysis

Science, Engineering, Technology or Data Analysis

- Organizational readiness assessments
- Findings, recommendations, alternative, cost, risk, impact, and performance analysis using structured approved methods
- Project path proposal and definition including providing frameworks for jobs, teams, functions and groups of functions

**1b. Identification of the Lowest Priced Model Number and Lowest Unit Price:**

Not Applicable

**1c. Labor Category Descriptions:**

Refer to the "Labor Category Descriptions" section of this document

- |   |   |
|---|---|
| <b>2. Maximum Order:</b>  | SIN 874 1     \$ 1,000,000<br>SIN C132 51   \$ 1,000,000            |
| <b>3. Minimum Order:</b>  | \$100.00  |
| <b>4. Geographic Coverage:</b>  | Domestic Only   |
| <b>5. Point(s) of production:</b>   | Golden & Denver, CO metro area<br>Washington, DC metro area         |
| <b>6. Discount from list prices or statement of net price:</b>  | Government net prices (discounts already deducted). See Attachment. |
| <b>7. Quantity discounts:</b>   | See section "Labor Category Rates and Pricing by SIN"               |
| <b>8. Prompt payment terms:</b>   | Net 30 days   |
| <b>9a. Purchase cards are accepted up to the micro-purchase threshold:</b>                            | Yes   |
| <b>9b. Government purchase cards are accepted or not accepted above the micro-purchase threshold:</b> | Will not accept over \$3,000  |
| <b>10. Foreign items:</b>   | None  |



**00CORP GS-00F-0038Y  
GSA Pricelist Schedule**

- 11a. Time of Delivery:** Per Individual Task Order
- 11b. Expedited Delivery:** Items available for expedited delivery are noted in this price list.
- 11c. Overnight and 2-day delivery:** N/A
- 11d. Urgent Requirements:** N/A
- 12. F.O.B Points(s):** Destination
- 13a. Ordering Address(es):** Xentity Corporation  
PO Box 17887  
Golden, CO 80402
- 13b. Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).
- 14. Payment address(es):** Xentity Corporation  
PO Box 17887  
Golden, CO 80402
- 15. Warranty provision:** N/A
- 16. Export Packing Charges:** 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:** N/A
- 19. Terms and conditions of installation:** N/A
- 20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices:** N/A
- 20a. Terms and conditions for any other services:** N/A
- 21. List of service and distribution points:** N/A



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GSA Pricelist Schedule**

- |   |            |
|---|------------|
| <b>22. List of participating dealers:</b>   | N/A        |
| <b>23. Preventive maintenance:</b>  | N/A        |
| <b>24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:</b> | N/A        |
| <b>24b. Section 508:</b>  | N/A        |
| <b>25. Data Universal Numbering System (DUNS) number:</b>   | 15-2419722 |
| <b>26. Notification regarding registration in Central Contractor Registration (CCR) database:</b>           | Registered |



**Labor Category Rates and Pricing by SIN**

<b>SINs: C132 51, C132 51RC, 874 1/1RC</b>	
<b>Labor Category</b>	<b>Hourly Rate</b>
ARCH Staff I	\$106.59
ARCH Analyst I	\$122.37
ARCH Analyst II	\$128.71
ARCH Analyst III	\$136.52
ARCH Consultant I	\$147.79
ARCH Sr. Consultant I	\$160.09
ARCH Sr. Consultant II	\$169.26
ARCH Advisor I	\$181.51
ARCH Advisor II	\$208.55
MGMT Staff I	\$55.41
MGMT Staff II	\$70.53
MGMT Staff III	\$110.83
MGMT Analyst I	\$119.11
MGMT Analyst II	\$141.05
MGMT Consultant I	\$153.76
MGMT Sr. Consultant I	\$180.50
MGMT Advisor II	\$223.24
COMM Consultant I	\$124.48

\*Prices shown here are "net" - inclusive of GSA discounts and the IFF.

Additional volume discounts are extended as follows:

- 3% discount on task orders over \$350,000
- 4% discount on task orders over \$1 million
- 5% discount on task orders over \$2 million



\*\* Most Xentivity labor categories are prefixed with ARCH, MGMT, or COMM. These prefixes represent the specific area in which the role provides technical and / or business support to our customers. The prefixes represent the following areas:

- ARCH = Architecture
- MGMT = Management
- COMM = Communications

**Service Contract Act:** The Service Contract Act (SCA) is applicable to this contract as it applies to the entire Professional Services Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the contractor adds SCA labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

## **Labor Category Descriptions**

### **I. ARCHITECTURE**

Our focus in architecture relies on years of proven delivery via applied methods in guiding business and technology transformations. Example tasks may include:

- Business and Technology Transformation Analysis
- Modernization Blueprint Analysis
- Strategic and Enterprise Planning
- Business Service Architecture
- Blueprint Roadmap Development
- Solution Architecture Analysis
- Operational Quality Analysis
- Business Activity and Role Analysis
- Solution Architecture Prototype
- Data Science Research

#### **1) ARCH Staff I**

Minimum Experience / Skills: Staff I has at least 2 years of experience relevant to task analyst skills. This position is primarily architecture and design work product logistics or rote-task support such as supporting consultants in tasks such as:

- Helping organize and gather data for analysis, handling setting up interviews, strong architecture work product metadata capture skills, reviewing work product criteria for deliverables and other common work product tasks - publication, format, edit, publish, package, checklist, graphics – in support of deliverable modification, and other architecture assistance in support of analysts and consultants.
- Can support technical analyst and consultant project, product or program early phases such as research, discover, conceptual and logical definition, requirements, design and late phases implementation, productization, publication efforts in technical or business analysis, findings, recommendations, and advisory under guidance and supervision by analyst, consultant, Senior Consultant, or Advisor roles.
- Can manage work product support tasks such as technical, business, and data analysis and requirements collection, collation, and presentment.



- The position may support multiple projects at once - external or internal - where possible. Must be able to lead change while being flexible and resilient with capable conflict management experience. Expected to be self-motivated, interpersonal, accountable, and able to handle failure while building upon success. Problem Solving must be a core capability. Must have strong oral, written and office automation tools skills.

Education: Bachelor's Degree

## **2) ARCH Analyst I**

Minimum Experience / Skills: Analyst I have at least 1 year of experience relevant to business consulting and have intermediate management and task analyst skills. Focus is on creative and innovative work product output. The architecture analyst position is not a client interface position, and does not requiring presenting or making recommendations to the client. Findings must consider client situation and maturity goals. Analyst I is qualified to perform such tasks as:

- All Architecture Staff I tasks
- Through process-driven, customer-centric, performance-led analysis, and repeatable systematic procedures, can uncover and present opportunities, findings, and potential alternatives for improvement, savings, efficiencies, effectiveness, trends, and further studies in appropriate technical or business analysis
- Technical analysis may include physical data modeling, as-is architecture pattern analysis, technology inventory analysis including discovering patterns in licensing, usage, cybersecurity, technology products, capabilities, and reference model mappings. Familiarity with technical design methods such as applicable scientific paradigms, engineering protocols and practices , enterprise, segment, and solution architecture methods, research methods, and technical reporting. Has thorough and demonstrable understanding of the applicable tools and components (e.g. software, hardware, STEM toolsets & technology, required protocols, procedures, and standards)
- Business analysis may include operation quality analysis, business case financial modeling, user experience, statistics-based, domain or general corporate policy analysis, requirements analysis, governance analysis, business process analysis, program assessment, industry and market analysis, data lifecycle management, business service portfolio and stakeholder input analysis.
  - Must be able to quickly ramp-up and be externally aware with strategic and tactical thinking. Analysis must be able to consider cultural and business implications, as well as perform traditional technical analysis.
  - Apply their strong analytical and communication skills to support strategy teams.
  - Able to work in various lifecycles and methods such as agile, lean, rapid, waterfall, iterative, experimental, hypothetical, computational, data-driven, etc.
  - Also, have strong office automation and appropriate technical tools skills.

Education: Bachelor's Degree in Mathematics, Engineering, Science, Research

## **3) ARCH Analyst II**

Minimum Experience / Skills: Same as Architecture Analyst I and has at least 4 years of work product delivery experience. Architecture Analyst II is also qualified to perform all Architecture Analyst I and lead other Analyst or Staff positions.

## **4) ARCH Analyst III**

Minimum Experience / Skills: Same as Architecture Analyst II. Additionally, this position requires specific subject matter domain with client context of 2 years over and above what is required for Architecture Analyst II. Architecture Analyst III is also qualified to perform all Architecture Analyst II and lead other Analyst or Staff positions.



## **5) ARCH Consultant I**

Minimum Experience / Skills: Consultant I has at least 3 years of experience relevant to strategy, business, or technical consulting and familiarity with client subject matter and domain and have advanced expertise in analysis and advisory for organizations. Focus is on evaluating findings and alternatives and in segment/focus areas at the mid-level scope such as logical work products which ultimately frame the analyst work products. The position should be able to understand the technical analysis outputs from analysis and still have skills to evaluate or make analyst products when required. The position will have some client interfacing time mostly in data gathering in interviews, audits, or presenting basic reports. This positions does not require presenting recommendations or alternatives, but participates in crafting such with the senior consultant and observes and is mentored to understand crafting the conceptual work products, but does not create such for clients. Consultant I is qualified to perform such tasks as:

- Capable of being able to perform Architecture Analyst I tasks
- Technical consulting can generate logical work products such as logical data models, mathematical evaluations, mission or resource system solution architectures, physical component/server models, system and technical product inventories, produce reference model mappings, conduct scientific research, studies, or experiments, facilitate engineering technology progression and transfer, execute system, signal, process, and via modeling, simulation, or data-driven analysis. Can support transformation efforts focused on modernization, austerity, or consolidation. Provide detailed segment, enterprise, or technology analysis of business or mission areas using methods such as modeling, simulations, process improvement, and re-engineering. Has a strong understanding of technical, Information and Data Engineering and Lifecycle Transformation and Design for multiple (but not all) solution areas such as eServices, MIS, remote sensing, industrial engineering, and IT Infrastructure. Solutions developed improves and uncovers complex performance, business functions, product, services, data, technical, and systems research and development requirements, designs, and implementations. Can offer findings, recommendations, and alternatives to adjust to changing environment.
- Business consulting raw needs conversion to strategic improvement opportunity and plans, mission operations and business process models, standards and/or specifications, recommendation sequence planning metadata, organization readiness assessment, strategic context, project charters, and propose and define project path including providing frameworks for jobs, teams, functions and groups of functions. Can design proper design and testing harness, procedures, and risk plans. Can support transformation efforts focused on target architecture, new business models, and governance maturity. Support architecture generation vision sessions, support performance, business, and technology scenarios modeling, perform findings, recommendations, alternative, cost, risk, impact, and performance analysis using structured approved methods.
- Lead a client executive team to through conceptual, vision, and recommendation exercises or presentations
  - Must be able to leverage diversity of input and client interactions and help in developing others. Be decisive and have entrepreneurship as core competency. Be able to understand political and cultural surroundings, and influence and help in negotiating what is required to accomplish recommendations. Must be familiar in working in mixed team environments (i.e. company, subcontractor, and client). Apply their strong analytical and communication skills to support strategy teams.
  - Can lead a sub-team up to 3 team members.
  - Basic familiarity with client subject matter and domain.
- For Solution Architect: Leads solution design based on input from governance, enterprise architecture, business requirements, business case, etc. Develop solution architecture principles, patterns, logical process, data, application, technology, security, and transition plan work products. Analyzes existing portfolio, peer precedence, business, functional, technical, and security requirements and presents alternative analysis, expands upon concepts of operations,



creates technology evaluation guidance or conducts initial short-listing, investment patterns, and maturity models based on ITIL, ITSM, COBIT, system patterns and other foundation framework and PMP management dimensions. Works, guides, IV&V, or coordinates with as required by software development life cycle roles to assure proper sprint application of architecture design, management, planning.

Education: Bachelor's Degree

## **6) ARCH Senior Consultant I**

Minimum Experience / Skills: Senior Consultant I has at least 8 years of experience relevant to strategy, business, or technical consulting and strong familiarity with client subject matter or domain and have demonstrated deep expertise in strategic visioning for organizations. Requires similar leadership skills as consultant, but is more versed in people and team/coalition building skills with emphasis on understanding political and cultural surroundings and supporting influencing recommendations.

Senior Consultant I is qualified to perform such tasks as:

- Can perform Architecture Consultant I Skills
- As the PRIMARY client point of contact, this position presents recommendations, alternatives, discusses difficult problems and advises on adjustments with clients, and supports client requests for presentation support. Has the capability to apply proper methods based on different cultures, business models, and technology footprint and recommend proper adjustments to architecture methods.
- This position creates the conceptual work products which frame the consultants logical work products. This position looks at problems and solutions from the entire "Line of Sight" and can see how different deliverables connect across the lifecycle progresses. The team lead should understand the strategy lay out by the Advisor level, and looking for tactical scope recommendations and understanding of how components and challenges fit together.
- Technical Senior Consulting can develop detailed plans, concept of operations, governance which would include specialized knowledge in the client subject matter or policy areas impacting information management, technology management, and information technology architecture in engineering or operations. Can choose and recommend the correct architecture framework, methodology, toolset maturity needs, and general maturity path for architecture office. The position can recommend appropriate solution architecture patterns and principles across the enterprise, segment or solution set.
- Business Senior Consulting can lead conceptual development for tactical and strategic solutions, conceptual strategic models, and strategy formulation and implementation or the domain such as organizational or cultural transformation challenges. Can support choosing and recommending the correct level of architecture analysis and management required to achieve desired progress. This also includes program management office and governance design and coordination relative to client maturity state, resources, and goals. Can stitch segment results together into overall enterprise planning, develop overall business service architecture, and perform business activity and role alternative analysis.
- Strong client facilitation through the vision and recommendation process with executive level sponsors, and exceptional communication skills for reporting and guiding strategic and tactical efforts. Propose recommendations and alternative analysis options to and for a client executive team to through conceptual, vision, and recommendation exercises or presentations. Must be strong in governance analysis, information and data management, as well as service lifecycle design and continuous change management.
- Can lead up to 5 sub-team (of up to 5 team members each)

Education: Bachelor's Degree with a Master's in Business Administration, Information Technology, or appropriate STEM or specific relevant subject



## **7) ARCH Senior Consultant II**

Minimum Experience / Skills: Same as Architecture Senior Consultant I and has 8 year experience in technology or business consulting. Additionally, this position requires specific subject matter domain with client context of 4 years over and above what is required for Architecture Senior Consultant I.

## **8) ARCH Advisor I**

Minimum Experience / Skills: Advisor I have at least 10 years of experience relevant to strategic business or technical consulting as well has operated/been employed at executive level for at least 2 years. Project advisor is likely to split time across 3 to 5 projects. Advisor I have expert familiarity with client subject matter and domain, and demonstrate best practices expertise across industries and have deep specialized skills in measuring client business performance, market analysis, and strategic visioning. Advisor I is qualified to perform such tasks as:

- Senior Consultant I skillset plus extraordinary awareness of organization, business, and technical strategy with unique subject matter expertise for client engagements. The advisor should coach the Senior Consultant on conceptual work products.
- Technical Architecture Advisor can perform such tasks as analyze technical business models as-is, to-be, and transition stages for maturity, common trends, precedence's, and potential pain points. Can conduct in-depth evaluations, analysis, research, study, or the like in deep technical areas (e.g. STEM, IT) following customer definition which could include high-complexity, highly-complicated performance, organizational, financial, technical, data, process, and other enterprise or domain specific requirements. The Project Advisor is responsible for providing the team the project context/position/sequence and creating strategic work products including applying specific subject matter expertise where applicable. Advisor is an expert in relative Subject Matter capable of understanding client needs, goals, and helping design and formulate architectural and management directions and alternatives. The Advisor should assure the proper project quality controls are in place.
- Business Architecture Advisor can perform such tasks as: Analyze and design financial, performance, and organizational models Monitor performance aligned to strategic level new or major modifications to client portfolios, Review and guide team analysis, design client sector or division process, strategy, and business models, and very strong capabilities to interact at executive through technical. Must be strategic thinking and visionary considering client capability to execute recommendations. Extreme client environment awareness and key connection maker to help create the line of sight for clear vision to be implemented by client and implementation team.
- The advisor interfaces with the client in a pre and post work product. Advise executives on personal leadership strengths and challenges. Provide thought leadership to engagement teams in formulating strategy as part of contract progress reviews. Engage with executive and business development staff to assist in corporate growth. Propose forward-thinking predictions related to issues and challenges affecting a client's business. Develop creative, innovative strategies to enhance client processes and practices.

Education: Bachelor's Degree with a Master's in Business Administration, Information Technology, or specific relevant subject area.

## **9) ARCH Advisor II**

Minimum Experience / Skills: Advisor II has at least 12 years of experience relevant to strategic business or technical consulting as well has operated/been employed at executive level for at least 4 years. Advisor II have expert familiarity with client subject matter and domain, and demonstrates best practices expertise across industries and have deep specialized skills in measuring client business performance, market analysis, and strategic visioning. Advisor II is qualified to perform such tasks as:



- All Architecture Advisor I tasks

Education: Bachelor's Degree with a Master's in Business Administration, Information Technology, or specific relevant subject area.

## **II. MANAGEMENT**

Our focus on management blends Private and Public Sector Consulting practices which provides a unique perspective to guiding and evaluating transformation efforts. Example tasks may include:

- Program Management Office Build-out
- Governance Formation, Analysis & Design
- Agile and Change Management Training
- Leadership and Team Consulting
- Cultural Impact Assessment
- Service-Level Management
- Executive Business Intelligence
- Program Planning Support and Consulting
- Implementation Facilitation
- Strategic Vision & Foundation Development
- SETA; IV&V
- Federal Business Management Consulting or Training
- Product Management Consulting or Training

### **10) MGMT Staff I**

Minimum Experience / Skills: Staff I has at 0-1 years of experience relevant to strategy consulting in business or program management. Staff I has basic management, communication, and organizational skills. This position is primarily logistics or rote-task support such as supporting consultants in tasks such as:

- Generating monthly reports, helping gather report information from team, Handling setting up meetings, Reviewing checklists for deliverables, capture notes, document processes, prepare meeting agendas and schedule team meetings, prepare project documentation, coordinate project logistics, and similar forms as a project management assistant.
- Business Management support for status reports, deliverable production, data entry, administration data entry, and clerical review
- Requires strong note taking skills or fast electronic capturing, support client-facing information gathering sessions such as stakeholder interviews and other customer interaction. Expected to be self-motivated, accountable, and able to handle failure while building upon success.

Education: Bachelor's Degree

### **11) MGMT Staff II**

Minimum Experience / Skills: Staff II has at least 2 years of experience relevant to strategy consulting in business or program management. Staff II has basic management, communication, organizational, and leadership skills. Staff II is qualified to perform such tasks as:

- All Management Staff I tasks plus other common project management tasks - publication, format, edit, publish, package, checklist, graphics. The position will support multiple projects at once - external or internal - where possible.
- Can support management analyst and consultant project, product or program early phases such as research, discover, conceptual and logical definition, requirements, design and late phases implementation, productization, publication efforts in technical or business analysis, findings, recommendations, and advisory under guidance and supervision by analyst, consultant, Senior Consultant, or Advisor roles.



- The position could also successfully handle delegation to lead internal team meeting agenda, Participate in planning and strategy sessions, manage small project tracks (2-3 team members) including coordinating dependencies and define the critical path of a project
- Business Management support such as compliant procedural support, proposal or end- product template population, and business systems support
- Must be able to lead change while being flexible and resilient with capable conflict management experience. Problem Solving must be a core capability.

Education: Bachelor's Degree

## **12) MGMT Staff III**

Minimum Experience / Skills: Same as Management Staff II. Additionally, this position requires specific subject matter domain with client context of 2 years over and above what is required for Management Staff II.

## **13) MGMT Analyst I**

Minimum Experience / Skills: Analyst I have at least 3 years of experience relevant to strategy consulting business or program management. The management analyst position is a client interface position, but does not requiring presenting or making recommendations to the client. Analyst I has intermediate management, communications, organization, and leadership skills. Analyst I is qualified to perform such tasks as:

- All Management Staff II tasks
- Technical Management analysts can provide management planning and governance support including Capital Planning and Investment Control Modeling and understanding of the pros and cons of the traditional and latest business operating models and facilitation and coordination in Working Groups and Team environments. Can track and support status and tracking using Agile Project Management techniques with capability to train and execute.
- Business Management analysts can provide analytical support to planning, strategy, project management, and related technical teams, prepare analysis reports, perform information gathering and needs analysis via stakeholder interviews and other customer interaction.
- Supports foundational lifecycle management principle activities for cost, time, quality, scope, and risk management for projects, program or product management and organizational development.
- Financial or Compliance Business Management support evaluations of compliance procedures, analyze for adjustments for compliance, business systems, or end-product response packaging (i.e. proposals, audits, reports, evaluations)
- Provide feedback regarding management strategy and process. Track project metrics and provide feedback for process improvement
- The position must be capable to lead team meetings with clients in project tracks up to 5 people.
- Communicate and influence at client management level to help in proper framing of issues for escalation.

Education: Bachelor's Degree

## **14) MGMT Analyst II**

Minimum Experience / Skills: Analyst II has at least 4 years of experience relevant to strategy consulting business or program management. Analyst I has intermediate management, communications, organization, and leadership skills. Analyst II is qualified to perform such tasks as:

- All Analyst I tasks
- Strong foundations of project, program, and program management capabilities such as cost, risk, scope, quality, and contract management



- Policies and Procedures Development & Compliance Business Practices
  - Can also performance technical and business analysis in support of Total Cost of Ownership (TCO), support culture impact, organization readiness assessment, or other cross-cultural/business/technical impact analysis to organization due to new transformation efforts.
  - Financial or Compliance Business Management analysis and application of compliance regulations to general business practices (i.e. policies, procedures, accounting, invoicing, allocations, etc.)
  - Contract analysis, negotiation, and audit support > (analysis and recommendations)
  - End product such as proposal support and advisory (win themes, pricing strategies, content creation, compliance)
  - Analyze business practices and make recommendations to improve efficiency and government compliance
  - Own project tracks with up to 10 people
  - Communicate and influence at client director level
- Project Business Management
  - Support standing up Agile, Iterative, Incremental, or Waterfall Project Management process or infrastructure
  - Business Management Guidance and Support on Government Projects and Divisions
  - Audit Support - Internal, Incurred Cost, Pre-Award, Post-Award, Close-out, etc.
  - Proposal Development/Management for: Complex RFP's, Rate Submissions, Incurred Cost, Change Orders, etc.
  - Provide outsourced business functions
  - Perform Project business requirements, such as writing subcontracts, setting up project cost reports, developing earned value processes, etc.

Education: Bachelor's Degree

## **15) MGMT Consultant I**

Minimum Experience / Skills: Consultant I have at least 5 years of experience relevant to strategy consulting in business or program management. Consultant I has advanced management, communications, organization, and leadership skills. Consultant I is qualified to perform such tasks as:

- Capable of being able to perform Management Analyst I tasks
- Technical management can lead a technical product or system definition, design, implementation, modernization, consolidation, or austerity team; perform SETA or IV&V tasks; augment support for executive business intelligence; support efficiency, value, cost, risk, and quality analysis using appropriate business agile, lean, and other technical STEM protocol-driven methods;
- Business management can lead a transformation, governance, research, communication, or program management office. Role can perform specific tasks such as facilitating requirements development process, concept selection process, business process improvement, technology development process, core management skills & processes, risk & opportunity management, program evaluation, value management techniques (e.g. EVM, VMM) budget and capital planning, human capital process and performance analysis, acquisition analysis, market research (including socio-economic considerations), communications management and various other commodity corporate functions (e.g. ERP, CRM, HR, IT, BFE, CPIC, etc.)
- Support via facilitation a client executive team to through conceptual, vision, and recommendation exercises or presentations
- Lead project team of up to 20 people
- Must be able to leverage diversity of input and client interactions and help in developing others. Provide strategic direction for project. Be decisive and have entrepreneurship as core



competency. Be able to understand political and cultural surroundings, and influence and help in negotiating what is required to accomplish recommendations.

- Must be familiar in working in mixed team environments (i.e. company, subcontractor, and client). Apply their strong analytical and communication skills to support strategy teams.
- Proactively resolve issues and mitigate project risks. Lead clients and team through project reviews / quality assurance activities

Education: Bachelor's Degree

## **16) MGMT Senior Consultant I**

Minimum Experience / Skills: Senior Consultant I has at least 8 years of experience relevant to strategy consulting in business or program management with appropriate organization context. Senior Consultant I has advanced management, communication, organization, and leadership skills. Senior Consultant I is qualified to perform such tasks as:

- All Management Consultant I tasks
- Technical Management Consulting can manage a single large scale project of up to 50-70 people with varying technical capabilities and various locations performing various innovation, disruption, invention, or other transformation lifecycle projects or tasks. Can develop technical recommendations for management concepts of operations. Can determine, execute, and lead logical modeling and simulations for change in programmatic functions, budget, ERP, HR, CRM, IT, Mission, and operations leveraging core industrial, system, and technical engineering, scientific, architecture, or management methods.
- Business Management consulting can manage a program - multiple (2+) projects of up to 15 people each.
- Can help outline and detail out various alternatives for implementing, planning, and analyzing recommendations for implementation including impact to performance, budget, products and services, process, data, systems, human capital through line of sight analysis. Can support transfer and transition plans to execute the plan including gap, alternative, and risk analysis
- Lead a client executive team through advanced planning and management processes. This role assures all deliverables are complete and as the team lead, is responsible for on- schedule performance of consultants and analysts - whether from Architecture or program management point of view.
- Provide advanced technical and business advisory to clients and internal team
- Design, develop and implement frameworks for jobs, teams, structure, governance, functions and groups of functions

Education: Bachelor's Degree

## **17) MGMT Advisor II**

Minimum Experience / Skills: Advisor II has at least 10 years of experience relevant to strategy consulting in business or program management with at least 6 years of executive level experience in subject matter or domain. Advisor II demonstrates best practices expertise across industries and has deep specialized skills in measuring client business performance, market analysis, and strategic visioning. Advisor II is qualified to perform such tasks as:

- Senior Management Consultant I skillset plus extraordinary awareness of organization, business, and technical strategy with unique subject matter expertise for client engagements. The advisor should coach the Senior Consultant on conceptual work products.
- Technical Management Advisor should assure the proper project quality controls are in place. Advisor is an expert in relative Subject Matter capable of understanding client needs, goals, and helping design and formulate architectural and management directions and alternatives. Assure Senior Consultant applying appropriate best practices relative and relevant to client domain, client's current, near-term, and future problem set. Can frame, guide, oversee, and



execute in-depth evaluations, analysis, research, study, or the like in deep technical areas (e.g. STEM, IT) following customer definition which could include high-complexity, highly-complicated performance, organizational, financial, technical, data, process, and other enterprise or domain specific requirements.

- Business Management Advisor requires best practices expertise across industries and has deep specialized skills in measuring client business performance, market analysis, and strategic visioning. Must be strategic thinking and visionary considering client capability to execute recommendations. Can assist in conceptual lifecycle development including strategic alignment, portfolio evaluation, organizational development, management and governance review, transformation methods, quality control and assurance, human capital development, performance modeling, budget formulation, and program planning all based on comparable experience and applicable to customers corporate context. Demonstrable capability to bring and extend practice portfolio and familiarity with engagement techniques and tools.
- The advisor interfaces with the client in a pre and post work. Advise executives on personal leadership strengths and challenges. Provide thought leadership to engagement teams in formulating strategy as part of contract progress reviews. Engage with executive and business development staff to assist in corporate growth. Propose forward-thinking predictions related to issues and challenges affecting a client's business. Develop creative, innovative strategies to enhance client processes and practices.
- Engage with executive and business development staff to assist in corporate growth

Education: Bachelor's Degree with a Master's in Business Administration, Economics or specific relevant subject area.

### **III. COMMUNICATIONS**

We focus on addressing the cultural challenges of communicating the transformation effort value and result using attractive, powerful new mediums. Example tasks may include:

- Brand Strategy
- Brand Design
- Customer Research
- Full Media Production Planning
- Content Creation
- Communication Strategy including Research Planning and Tactics, Blending Offline, Online, Social Media Strategy, and Knowledge Management

### **18) COMM Consultant I**

Minimum Experience / Skills: Consultant I have at least 5 years of experience relevant to communications. 0-2 years' experience with Typography, Identity Design, Packaging and/or online design, information design and interactive design. This individual will have an extensive knowledge of Photoshop, Illustrator and QuarkXpress, working knowledge of Director (or other interaction development tools). Consultant I has intermediate expertise in strategic communications. Consultant I is qualified to perform such tasks as:

- This position is responsible for providing creative assistance and support to the facilitation team as required throughout the various stages of the creative product development process.
- Under general direction, conceptualizes and executes media presentations for user interface and usability solutions in support of the creative product development workshops, including preparatory displays, conference support, and graphic art work that illustrate the decisions reached as a result of the creative product development experience.
- Leads creative sessions with customer, writers and internal staff to determine project requirements. Capable of creative, management, branding, marketing, sales, reporting and technical writing.



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- Client interaction skills to facilitate creative sessions, provide ways to support client creative process, provide both timely verbal and visual recommendations

Education: Bachelor's Degree. Advanced degree (BA or BFA) in graphic design, interface, information, interaction design, design planning, literature, communications, or human centered design preferred.

### Education Equivalent Experience Requirements

The education / degree requirements for all roles and labor categories can be equivalently met with work experiences as defined below:

Degree Requirement	Experience Equivalent
Associate's Degree	Two (2) years of work experience
Bachelor's Degree	Four (4) years of work experience
Master's Degree	Seven (7) years of work experience, preferably as former executive with experience in subject matter or domain.