I. COVER PAGE

GENERAL SERVICES ADMINISTRATION (GSA)
Federal Supply Service
Authorized Federal Supply Schedule Price List

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

SCHEDULE TITLE: Multiple Award Schedule
Federal Supply Group: Professional Services

CONTRACT NUMBER: GS-00F-030GA

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

CONTRACT PERIOD: November 4, 2016 - November 3, 2026

CONTRACTOR: Snowbird Management & Development Services LLC
d/b/a Snowbird Consulting Group
800 Maine Ave SW, Ste 200
Washington, DC 20024
snowbirdconsultinggroup.com

CONTRACTOR’S ADMINISTRATION SOURCE:

Melissa J. Ovard
Phone: 202.660.1151
Fax: 202.552.1076
Email: movard@snowbirdconsultinggroup.com

BUSINESS SIZE: Small Business, Small Disadvantaged Business, 8(a), Woman-Owned Small Business, Economically Disadvantaged Woman-Owned Small Business

Price list current as of Modification PS-0015, Effective September 28, 2021
II. CUSTOMER INFORMATION

1a. Table of Awarded SINS:

<table>
<thead>
<tr>
<th>SIN</th>
<th>Recovery</th>
<th>SIN Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>OLM</td>
<td>OLMRC</td>
<td>Order Level Material (OLM)</td>
</tr>
<tr>
<td>541611</td>
<td>541611RC</td>
<td>Management &amp; Financial Consulting, Acquisition &amp; Grants Management Support, &amp; Business Program &amp; Project Management Services</td>
</tr>
</tbody>
</table>

1b. Identification of the Lowest Priced Model Number and Lowest Unit Prices: See GSA Pricing (Section IV).

1c. Description of All Corresponding Labor Categories:
Click on this included link to review all labor category descriptions.

2. Maximum Order: $1,000,000.

3. Minimum Order: $100.00

4. Geographic Coverage (Delivery Area):
Domestic and Overseas

5. Points of Production:
Snowbird Management & Development Services LLC
d/b/a Snowbird Consulting Group
800 Maine Ave SW, Ste 200
Washington, DC 20024

6. Discount from List Prices:
Government Net Prices (Discounts already deducted)

7. Quantity Discounts:
None.

8 Prompt Payment Terms:
None, Net 30 days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. Foreign Items:
None.

10a. Time of Delivery:
Specified on the Task Order.

10b. Expedited Delivery:
Contact Contractor.
10c. Overnight and 2-day delivery:
Contact Contractor.

10d. Urgent Requirements:
Contact Contractor.

11. F.O.B. Points:
Destination.

12a. Ordering Address:
Snowbird Consulting Group
800 Maine Ave SW, Ste 200
Washington, DC 20024

12b. 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.

13. Payment Address:
Snowbird Consulting Group
800 Maine Ave SW, Ste 200
Washington, DC 20024

14. Warranty Provision:
Contractor’s standard commercial warranty.

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

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

17. Terms and conditions of installation (if applicable):
N/A.

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

19. List of services and distribution points (if applicable):
N/A.

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

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

22a. Environmental attributes:
N/A.
22b. Electronic and Information Technology (EIT) supplies and services: N/A.

23. Unique Entity Identifier (UEI) Number
Data Universal Numbering System (Duns) number: 078732637.

24. Notification regarding registration in System for Award Management (SAM) database:
Snowbird Consulting Group is registered in Sam.gov.

25. Final Pricing:
The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.
III. 541611 - MANAGEMENT AND FINANCIAL CONSULTING, ACQUISITION AND GRANTS MANAGEMENT SUPPORT, AND BUSINESS PROGRAM AND PROJECT MANAGEMENT SERVICES

Snowbird Consulting Group (Snowbird) is a professional services firm that helps organizations improve performance with sustainable results. Snowbird is a certified 8(a) EDWOSB. Our integrated approach includes cross-cutting services of organizational strengthening, performance management, and strategic communications across our three practice areas:

- **Human Capital** - The success of any organization is directly correlated to the capabilities and performance of its people. Combining the ideal people, processes, and tools, we help organizations enable their employees to contribute to their fullest potential and become fully engaged. Our Human Capital consultants provides executive coaching, training, strategic planning, administrative inquiries, EEO investigations, diversity inclusion, and employee relations services.

- **Environment** - Our qualified environmental professionals and licensed engineers are experts in air and water quality, industrial hygiene, environmental auditing and site assessment, policy reform, and project management support.

- **Development** - Snowbird’s international development practice focuses on providing communications, gender and youth inclusion and training, monitoring & evaluation, and institutional strengthening. Our staff have extensive experience working for agencies such as USAID and Millennium Challenge Corporation, and multi-lateral donors such as UNDP, World Bank, Asian Development Bank, African Development Bank, and the Inter-American Development.
IV. PRICES AWARDED FOR 541611

Hourly rates are fully burdened and include all G&A, overhead, profit and fee.

<table>
<thead>
<tr>
<th>LABOR CATEGORY TITLE</th>
<th>HOURLY RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Manager</td>
<td>$189.76</td>
</tr>
<tr>
<td>Senior Consultant</td>
<td>$178.04</td>
</tr>
<tr>
<td>Consultant</td>
<td>$153.15</td>
</tr>
<tr>
<td>Graphic Designer</td>
<td>$81.60</td>
</tr>
<tr>
<td>Technical Writer/Editor**</td>
<td>$81.36</td>
</tr>
<tr>
<td>Administrative Support**</td>
<td>$45.71</td>
</tr>
</tbody>
</table>

SERVICE CONTRACT ACT (SCA)

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 price list are based on the U.S. Department of Labor Wager 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).

<table>
<thead>
<tr>
<th>SCA ELIGIBLE LABOR CATEGORY</th>
<th>SCA EQUIVALENT CODE TITLE</th>
<th>WAGE DETERMINATION NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Support</td>
<td>01020 – Administrative Assistant</td>
<td>2015-4281</td>
</tr>
<tr>
<td>Technical Writer/Editor</td>
<td>30461 – Technical Writer I</td>
<td>2015-4281</td>
</tr>
</tbody>
</table>
V. **LABOR CATEGORIES**

<table>
<thead>
<tr>
<th>LABOR CATEGORY</th>
<th>LABOR CATEGORY DESCRIPTION</th>
<th>MINIMUM EDUCATION AND EXPERIENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Manager</td>
<td>The Project Manager has 8 years of experience in managing projects directly relating to the assigned business segment. S/he has two years of supervisory experience, in a lead or management role, with a demonstrated success in the ability to staff and lead/manage technically oriented projects and personnel. S/he is responsible for the overall performance of the task order such as formulating work standards, assigning contractor schedules and resources, reviewing performance, cost, and budget information; supervising contractor personnel; and communicating policies, purposes, and goals of the organization to subordinates. S/he ensures desired results by determining and implementing objectives and allocating appropriate resources. The project manager interfaces with client sponsor on all aspects of the program.</td>
<td>▪ BA/BS degree with 10 years of relevant experience</td>
</tr>
<tr>
<td>Senior Consultant</td>
<td>Experience in facilitation, training, data collection, data analysis, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices. S/he supervises other consultant specialists in performing data collection from multiple sources to include the web, client databases, and other resources. S/he utilizes analytical tools and methodology to perform data analysis in support of the development of analytical products.</td>
<td>▪ BA/BS degree with 8 years of relevant experience</td>
</tr>
<tr>
<td>Consultant</td>
<td>Experience in facilitation, training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, data collection, data analysis, or information system development methods and practices. S/he supervises other consultant specialists and applies an organization-wide set of disciplines for the planning, analysis, design, and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. S/he performs enterprise strategic systems planning, enterprise information planning and business area analysis and performs process and data modeling in</td>
<td>▪ BA/BS degree with 4 years of relevant experience</td>
</tr>
<tr>
<td>LABOR CATEGORY</td>
<td>LABOR CATEGORY DESCRIPTION</td>
<td>MINIMUM EDUCATION AND EXPERIENCE</td>
</tr>
<tr>
<td>----------------</td>
<td>----------------------------</td>
<td>---------------------------------</td>
</tr>
<tr>
<td>Graphic Designer</td>
<td>Provides graphic design and/or visual effects used in courseware material. Proficient in specialized computer software (e.g., Photoshop, Illustrator, In Design, etc.) to develop high quality computer illustrations, technical drawings, and animations supporting various media used within the training curriculum. S/he is capable of using specialized hardware and/or software for video/audio capture and editing of multimedia presentations, incorporates principals of layout design throughout the courseware production process, and is responsible for quality control, review and revision of all aspects of graphics development.</td>
<td>▪ BA/BS degree with 4 years of relevant experience</td>
</tr>
<tr>
<td>Technical Writer/Editor</td>
<td>Prepares and reviews technical documentation and training course materials. Possesses excellent communication skills with customers and understands technical requirements. S/he translates requirements into written material to produce written documentation, online help systems, training course material, user guides, etc. May provide supervision to others. Reports to Project Manager, Senior Consultant and/or executive management.</td>
<td>▪ BA/BS degree with 4 years of relevant experience</td>
</tr>
<tr>
<td>Administrative Support</td>
<td>Provides administrative support, coordination, and project backstopping for one or more projects and/or programs. Responsibilities may include, but are not limited to, start-up and closeout activities, budget tracking, and resource mobilization. S/he works under the general supervision of project manager and/or executive management.</td>
<td>▪ High School Diploma with 4 years of relevant experience</td>
</tr>
</tbody>
</table>
## Substitution Methodology Chart

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Min Edu</th>
<th>Min Exp</th>
<th>PhD</th>
<th>Masters</th>
<th>Bachelors</th>
<th>Associate</th>
<th>High School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Manager</td>
<td>Bachelors</td>
<td>10</td>
<td>NA</td>
<td>8</td>
<td>10</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Senior Consultant</td>
<td>Bachelors</td>
<td>8</td>
<td>NA</td>
<td>4</td>
<td>8</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Consultant</td>
<td>Bachelors</td>
<td>4</td>
<td>NA</td>
<td>2</td>
<td>4</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Technical Writer/Editor</td>
<td>Bachelors</td>
<td>4</td>
<td>NA</td>
<td>2</td>
<td>4</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Administrative Support</td>
<td>High School</td>
<td>4</td>
<td>NA</td>
<td>NA</td>
<td>1</td>
<td>NA</td>
<td>4</td>
</tr>
<tr>
<td>Graphic Designer</td>
<td>Bachelors</td>
<td>4</td>
<td>NA</td>
<td>2</td>
<td>4</td>
<td>NA</td>
<td>NA</td>
</tr>
</tbody>
</table>