

General Services Administration



FEDERAL ACQUISITION 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 is available through GSA Advantage!, a menu-driven database system. The INTERNET address for GSA Advantage! is <http://www.gsaadvantage.gov>

GSA SCHEDULE	MULTIPLE AWARD SCHEDULE
CONTRACT NUMBER:	GS00F171DA
CONTRACT PERIOD:	MAY 26, 2021 – MAY 25, 2026
CONTRACTOR:	ROAD MAP CONSULTING, LLC 1800 DIAGONAL ROAD, SUITE 600 ALEXANDRIA, VA 222314
BUSINESS SIZE:	SMALL, HUBZONE
TELEPHONE:	(703) 286-5426
FAX NUMBER:	(703) 858-7649
WEBSITE:	www.roadmapc.com
EMAIL:	mperch@roadmapc.com
CONTRACT ADMIN. POC:	Michael Perch



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CUSTOMER INFORMATION

01 Awarded Special Item Number:

SIN	SIN Description
611512	Integrated Consulting Services
611430	Training Services: Instructor Led Training, Web Based Training
541611	Acquisition Management Support
541611	Integrated Business Program Support Services
54151S	Information Technology Professional Services

02 Maximum Order: **\$1,000,000.00**

03 Minimum Order: **\$100.00**

04 Geographic Coverage (delivery Area): **50 States and the District of Columbia**

05 Point(s) of production (city, county, and state or foreign country): **Various**

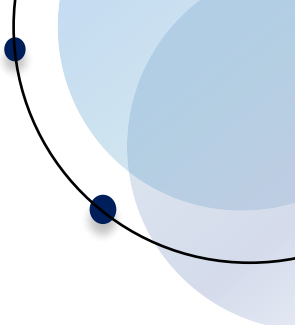
06 Prices herein are set

07 Quantity discounts: **2% for orders \$250,000 and over**

08 Prompt payment terms: **1%-10 days; Net 30 days**

09 Government purchase cards are accepted below and above the micro-purchase threshold

10 Foreign items (list items by country of origin): **Not applicable**

- 
- 11 Time of Delivery (Contractor insert number of days): **Specified on the Task Order**
 - 12 F.O.B Points(s): **Destination**
 - 13 Ordering Address(es): **Road Map Consulting, LLC; 1800 Diagonal Road; Suite 600; Alexandria, VA 22314**
 - 14 Payment address(es): **Road Map Consulting, LLC; 1800 Diagonal Road; Suite 600; Alexandria, VA 22314**
 - 15 Warranty provision: **Not applicable**
 - 16 Export Packing Charges (if applicable): **Not applicable**
 - 17 Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): **Accept any above micro-purchase threshold**
 - 18 Terms and conditions of rental, maintenance, and repair (if applicable): **N/A**
 - 19 Terms and conditions of installation (if applicable): **N/A**
 - 20 Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): **N/A**
 - 21 Terms and conditions for any other services (if applicable): **N/A**
 - 22 List of service and distribution points (if applicable): **N/A**
 - 23 List of participating dealers (if applicable): **N/A**
 - 24 Preventive maintenance (if applicable): **N/A**
 - 25 Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: **N/A**
 - 26 If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contactor's website or other location.) The EIT standards can be found at: www.Section508.gov.
 - 27 Universal Entity Identifier Number: **RRFAMSB6M2Q6**
 - 28 Notification regarding registration in the System for Award Management (SAM) database: **Registered**
 - 29 Final Pricing:
The rates shown below do not include the Industrial Funding Fee (IFF) of 0.75%



INTRODUCING ROAD MAP CONSULTING, LLC

Road Map Consulting, LLC (RMC) is a leading management consulting, advisory, training and information technology firm that has been in business since 2009. We specialize in providing custom technology, consulting, training solutions to commercial and government clients around the world.

We draw upon the extensive industry knowledge from our management consultants, engineers and project managers and devise innovative analytics to develop solutions to complex issues encountered by our government and commercial market clients.

RMC successfully implements strategies and analyses in these areas through expertise in information technology, organizational improvement and communications. RMC's assistance to government (federal, state and local) covers the full spectrum of skill sets needed to develop effective programs.

- Founded in 2009
- Headquarters in the Washington, DC area
- Over 35 management consultants in various subject matter areas
- Exemplary Navy CPAR ratings

Road Map Consulting Service Offerings

- SaaS Management Consulting Solutions
- Comprehensive Leadership Training and Professional Development Courses
- Program, Project Acquisition Management Support
- Information Technology Professional Services

The RMC Advantage

- ☑ We have a strong understanding of how government organizations work – their applicable regulations, their operating cultures and their processes and systems. This is based on the vast years of experience and formal education of our management consultants.
- ☑ We are a ISO 9001:2015 driven organization that ensures that our clients receive a high quality delivery and services.
- ☑ We have a unique combination of experience and expertise in management consulting, professional training and information technology which ensures that our solutions make sense “when the rubber meets the road” where business gets done.
- ☑ We develop solutions that conform to each agency’s mission and strategic objectives, not as stand alone activities.
- ☑ We have numerous long term client relationships that buttress our quality of service that we provide. We take our commitment to our client’s total satisfaction very seriously.



ACCESSING ROAD MAP CONSULTING

The following organizations may place orders with the RMC Professional Services Schedule (PSS) contract through the general Services Administration:

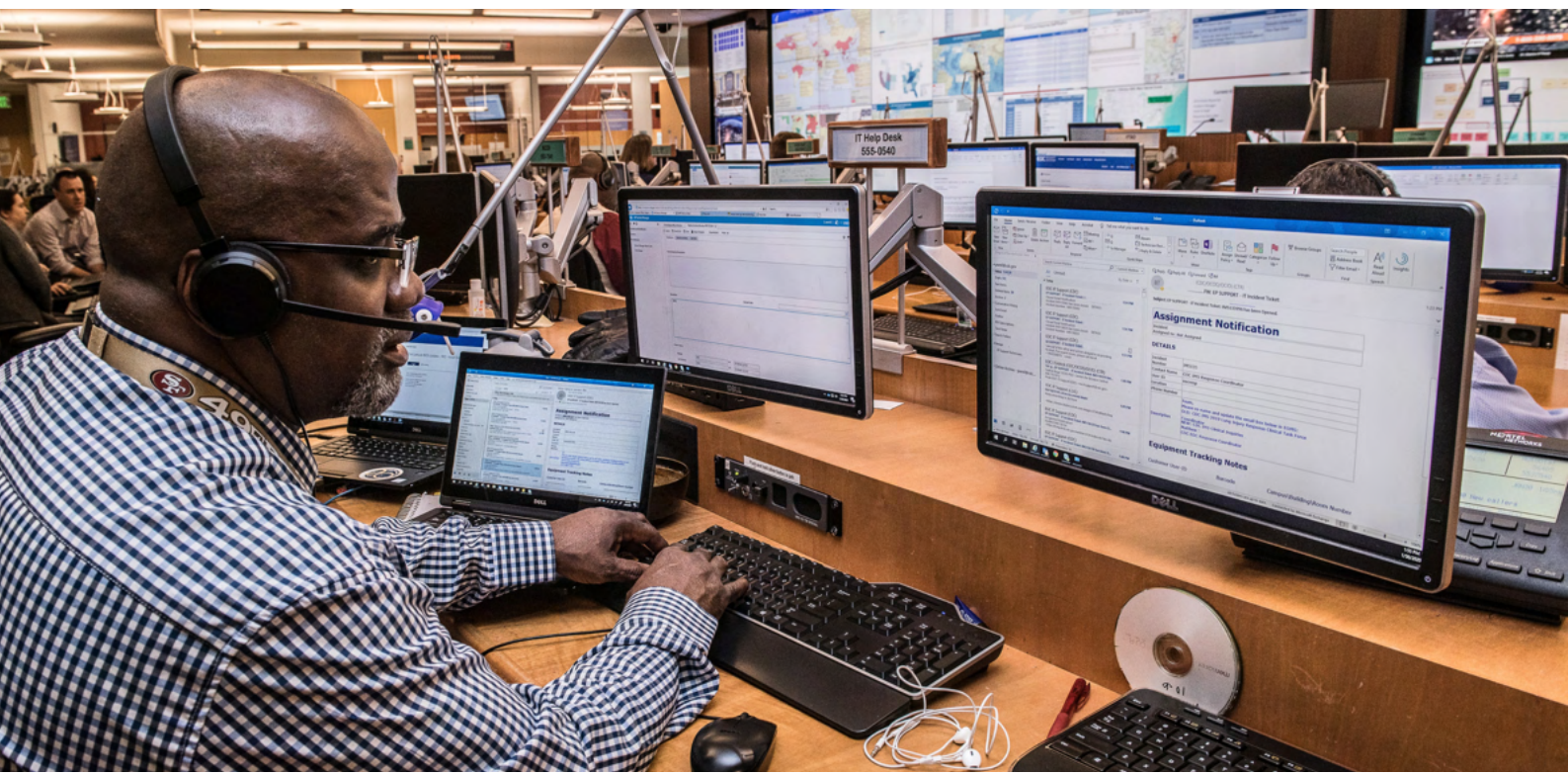


- Executive Agencies
- Other Federal Agencies
- Mixed ownership Government corporations
- The District of Columbia
- Government Contractors authorized in writing by a federal agency pursuant to 48 CFR 51.1
- Other activities and organizations authorized by status or regulation to use GSA as a source of supply

TO PLACE AN ORDER

To access the GSA Professional Services Schedule (PSS), agencies may work directly with approved GSA Schedule contractors such as Road Map Consulting. For orders under \$2,500, agencies can simply place an order with their contractor of choice.

The following procedure is used to place orders above \$2,500.00 and below \$250,000.00:



Step 1

» Customer prepares Statement of Work describing work to be accomplished

Step 2

» Customer conducts a “best value” review of at least three proposals

Step 3

» Customer selects awardee

Step 4

» Awardee undertakes work and invoices customer directly



NAVY ADVANCED MANAGEMENT PROGRAM

Two Week Class Description

RMC conducts Leadership Development training under the course curriculum heading of The Advanced Management Program (AMP). This Leadership Development curriculum provides ongoing classroom training support to members of the Naval Sea Systems Command, the Naval Supply Systems Command, Defense Logistics Agency, and any other Defense or Civilian agency involved in federal government contracting in the United States and around the world. The program is designed for O-5/O-5 selects and GS-13/14 and above who are in middle to upper-level executive positions; most candidates have thirteen or more years of increased responsibility in their areas of expertise. On occasion, members of international military forces attend this training as well in order to advance their respective skills. These classes are taught over the span of two weeks.

Topics covered fall into one of three categories: cost management, organizational management, and operations management. Specific examples of these courses include decision-making, leadership development, strategic planning and execution, business ethics, Lean Six Sigma, persuasion and communication, and supply chain management.

One Week Class Description

RMC conducts Leadership Development training under the course curriculum heading of The Accelerated Advanced Management Program (AMP). This Leadership Development curriculum provides ongoing classroom training support to members of the Naval Sea Systems Command, the Naval Supply Systems Command, the Defense Logistics Agency and any other Defense or Civilian agency involved in federal government contracting in the United States and around the world. The program is designed for O-5/O-5 selects and GS-13/14 and above who are in middle to upper-level executive positions; most candidates have thirteen or more years of increased responsibility in their areas of expertise. On occasion, members of international military forces attend this training as well in order to advance their respective skills.

This is an abbreviated version of the two-week AMP Class. These classes are taught over the span of one week. Topics covered fall into one of three categories: cost management, organizational management, and operations management. Specific examples of these courses include decision-making, leadership development, strategic planning and execution, business ethics, Lean Six Sigma, persuasion and communication, and supply chain management.

INDIVIDUAL AMP CLASSES

For government clients requesting individual AMP classes on a sleet basis, the following classes are offered:

- Leading for Optimal Performance
- Conflict Resolution: Building High-Performance Teams (Utilizes DiSC Workplace Assessment)
- Performance Leadership
- Peer Consultation Workshop
- Teams that Work! Build Relationships, Rapport, Connect



- Leading 21st Century Change
- Leadership Strategic Thinking
- Ethical Delimmas
- Negotiation and Influencing Others
- Lean Six Sigma: Developing and Implementing a Lean Plan
- Leadership Decision Making
- Gallup Strengths Finder {Utilizes Gallup Strength Finders}
- Habit Building for 21st Century Leaders

Courses Pricelist

Complete Advanced Management Courses	Total Cost
Advanced Management Program One Week Course	\$44,433.25
Advanced Management Program Two Week Course	\$78,898.64

Individual Courses	Daily Rate
Leading for Optimal Performance	\$3,949.62
Conflict Resolution: Building High Performance Teams (Utilizes DiSC Workplace Assessment)	\$3,949.62
Performance Leadership	\$3,949.62
Peer Consultation Workshop	\$3,949.62
Teams that Work! Build Relationships, Rapport, Connect	\$4,739.55
Leading 21st Century Change	\$3,949.62
Leadership Strategic Thinking	\$8,886.65
Ethical Delimmas	\$8,886.65
Negotiation and Influencing Others	\$3,949.62
Lean Six Sigma: Developing and Implementing a Lean Plan	\$3,949.62
Leadership Decision Making	\$3,949.62
Gallup Strengths Finder (Utilizes Gallup Strength Finders)	\$3,949.62
Habit Building for 21st Century Leaders	\$3,949.62
DiSC Workplace Assessment (Required for the Conflict Resolution: Building High Performance Teams)	\$53.31/Unit
Gallup Strength Finders Assessment (Required for the Gallup Strength Finder Course)	\$19.74/Unit

RMC LABOR RATES

Management Consulting

Labor Category Title	GSA Hourly Rate
Program Manager	
Consultant	\$123.43
Senior Consultant	\$172.80
Subject Matter Expert	\$222.17
ISO 9001-2015 Subject Matter Expert	\$145.50
GSA Multiple Award Schedule Subject Matter Expert	\$145.50
SBA Small Business Certification Subject Matter Expert	\$145.50
Federal Procurement Subject Matter Expert	\$145.00
Administrative Assistant I	\$60.14
Administrative Assistant II	\$68.96
Administrative Assistant III	\$72.55

RMC LABOR RATES

Leadership Development & Professional Training

Labor Category Title	GSA Hourly Rate
Trainer	\$108.61
Instructor	\$148.11
Curriculum Specialist	\$148.11

Audio Visual & Information Technology

Labor Category Title	GSA Hourly Rate
Systems Project Manager	\$171.02
Systems Engineer	\$146.59
Systems Programmer	\$171.02
Systems Integrator / Installer	\$122.16

LABOR CATEGORY DESCRIPTIONS



Management Consulting

Consultant

Description: Responsible for the oversight and management aspects of training development, including project budgets, delivery schedules, staff management deliverables, etc. Consultant works collectively with all training staff and client staff to ensure that project/trainings meet outlined objectives.

Experience & Education: Minimum of 4 years' experience and Bachelor's Degree in a related field.

Senior Consultant

Description: Responsible for the oversight and management aspects of training development, including project budgets, delivery schedules, staff management, deliverables, etc. Senior Consultant interfaces with Senior Client Staff members to further organizational training goals. Responsible for overseeing instructor led training;

Experience & Education: Minimum of 7 years' experience and Bachelor's Degree in a related field.

ISO 9001-2015 SME

Description: Responsible for the oversight and management aspects of training development, including project budgets, delivery schedules, staff management, deliverables, etc. Senior Consultant interfaces with Senior Client Staff members to further organizational training goals. Responsible for overseeing instructor led training;

Experience & Education: Minimum of 7 years' experience and Bachelor's Degree in a related field.



Subject Matter Expert

Description: Senior expert with extensive, enterprise-wide knowledge and experience in one or more designated functional and/or domain areas. Provides insight and advice concerning strategic direction and applicability of up-to-date, industry-standard solutions. Is responsible for providing high-level vision to program/project manager or senior client leadership to influence objectives of complex efforts. The Functional/Subject Matter Expert is primarily utilized on projects for their specific expertise, not in a managerial capacity, in support of the creation of comprehensive methods for describing current and/ or future structure and behavior of an organization's processes, systems, personnel and organizational sub-units, so that they align with the organization's core goals and strategic direction. The Subject Matter Expert is typically recognized by industry as an expert in their specific field.

Experience & Education: Minimum of 10 years' experience and Master's Degree in a related field. Additional experience can substitute for Advanced Degree.

Program Manager I

Description: Responsible for the management of technical resources, coordination with client personnel, schedule adherence, budget management, generation of customer status reports, and final program acceptance, completion and closeout.

Experience & Education: Must have a minimum of at least ten (10) years' experience in overall management from planning to closeout of complex federal government Training, Acquisition Management, Information Technology and Integrated Business Consulting Programs. Bachelor of Science Degree in a Business Field or Ten Years Equivalent Experience in Program Management. Project Manager Professional (PMP) Certification required.



Program Manager II

Description: Responsible for the management of technical resources, coordination with client personnel, schedule adherence, budget management, generation of customer status reports, and final program acceptance, completion and closeout.

Experience & Education: Must have a minimum of at least fifteen (15) years' experience in overall management from planning to closeout of complex federal government Training, Acquisition Management, Information Technology and Integrated Business Consulting Programs. Bachelor of Science Degree in a Business Field or Ten Years Equivalent Experience in Program Management. Project Manager Professional (PMP) Certification required.

Program Manager III

Description: Responsible for the management of technical resources, coordination with client personnel, schedule adherence, budget management, generation of customer status reports, and final program acceptance, completion and closeout.

Experience & Education: Must have a minimum of at least twenty (20) years' experience in overall management from planning to closeout of complex federal government Training, Acquisition Management, Information Technology and Integrated Business Consulting Programs. Bachelor of Science Degree in a Business Field or Ten Years Equivalent Experience in Program Management. Project Manager Professional (PMP) Certification required.



Administrative Assistant I

Description: Must have a minimum of at least three (3) years' experience day-to-day activities of the supervisor and staff. Performs various clerical and secretarial duties requiring knowledge of office routine and an understanding of the organization, programs, and procedures related to the work of the office.

Functional Responsibility: This individual shall be responsible for competent administrative support and will interface with the client technical representative. This individual will be responsible for the project schedule, budget management, payment terms and conditions, the allocation of proper technical, management and administrative resources to each client location and administrative jurisdiction in supporting the profitability on each job.

Minimum Education and Experience: High School Diploma and Three (3) Years Equivalent Experience in Office Management.

Administrative Assistant II

Description: Must have a minimum of at least five (5) years' experience day-to-day activities of the supervisor and staff. Performs various clerical and secretarial duties requiring knowledge of office routine and an understanding of the organization, programs, and procedures related to the work of the office.

Functional Responsibility: This individual shall be responsible for competent administrative support and will interface with the client technical representative. This individual will be responsible for the project schedule, budget management, payment terms and conditions, the allocation of proper technical, management and administrative resources to each client location and administrative jurisdiction in supporting the profitability on each job.

Minimum Education and Experience: High School Diploma and Five (5) Years Equivalent Experience in Office Management.



Administrative Assistant III

Description: Must have a minimum of at least seven (7) years' experience day-to-day activities of the supervisor and staff. Performs various clerical and secretarial duties requiring knowledge of office routine and an understanding of the organization, programs, and procedures related to the work of the office.

Functional Responsibility: This individual shall be responsible for competent administrative support and will interface with the client technical representative. This individual will be responsible for the project schedule, budget management, payment terms and conditions, the allocation of proper technical, management and administrative resources to each client location and administrative jurisdiction in supporting the profitability on each job.

Minimum Education and Experience: High School Diploma and Seven (7) Years Equivalent Experience in Office Management.

GSA Multiple Schedule Award Schedule Subject Matter Expert

Description: Must have a minimum of at least seven (7) years' experience management consulting support of General Services Administration Multiple Award Schedule activities. Able to provide expert advice, guidance and direction in assisting with the acquisition, marketing and administration of GSA Multiple Award Schedules.

Functional Responsibility: This individual shall be responsible for competent management consulting support and will interface with the client technical representative. This individual will be responsible for the project schedule, budget management, payment terms and conditions, the allocation of proper technical, management and administrative resources to each client location and the overall responsibility of profitability on each job.

Minimum Education and Experience: Bachelor of Science Degree and Seven (7) Years Equivalent Experience in Management Consulting.



SBA Small Business Certification Subject Matter Expert

Description: Must have a minimum of at least seven (7) years' experience management consulting support Small Business Administration Certification activities. Able to provide expert advice, guidance and direction in assisting with the acquisition, marketing and administration of SBA Certifications.

Functional Responsibility: This individual shall be responsible for competent management consulting support and will interface with the client technical representative. This individual will be responsible for the project schedule, budget management, payment terms and conditions, the allocation of proper technical, management and administrative resources to each client location and the overall responsibility of profitability on each job.

Minimum Education and Experience: Bachelor of Science Degree and Seven (7) Years Equivalent Experience in Management Consulting.

Federal Procurement Subject Matter Expert

Description: Must have a minimum of at least seven (7) years' experience management consulting support Federal Government Contracting activities. Able to provide expert advice, guidance and direction in assisting with the acquisition, marketing and administration of federal government contracts.

Functional Responsibility: This individual shall be responsible for competent management consulting support and will interface with the client technical representative. This individual will be responsible for the project schedule, budget management, payment terms and conditions, the allocation of proper technical, management and administrative resources to each client location and the overall responsibility of profitability on each job.

Minimum Education and Experience: Bachelor of Science Degree and Seven (7) Years Equivalent Experience in Management Consulting.



GSA MAS 360 Solutions Annual License – 50 users

GSA 360 Solutions provides clients with:

- Effective project management tools
- Custom designed platforms
- Instructive templates
- Past examples of successful submissions
- Unique strategies and best practices to successfully acquire, maintain and market a General Services Administration Multiple Award Schedule (GSA MAS) contract.

LABOR CATEGORY DESCRIPTIONS



Leadership Development & Professional Training

Trainer

Description: Facilitate instructor-led trainings and conducts the research necessary to develop and revise training courses and prepare appropriate training catalogs.

Experience & Education: Minimum of 3 years' experience and Bachelor's Degree in a related field.

Instructor

Description: Facilitate instructor-led training and conduct the research necessary to develop and revise training courses and prepare appropriate training catalogs. Train personnel by conducting formal class- room courses, workshops, seminars, and/or computer-based/computer-aided training. Provide daily supervision and direction to staff.

Experience & Education: Minimum of 5 years' experience and Bachelor's Degree in a related field.

Curriculum Specialist

Description: Conducts training analysis, designs and develops all instructor materials (course outline, background material, and training aids) and all student materials (course manuals, workbooks, hand- outs, completion certificates, Designs and develops multimedia/web storyboards and training, and evaluates and course critique forms). effectiveness of training.

Experience & Education: Minimum of 5 years' experience and Bachelor's Degree in a related field.

LABOR CATEGORY DESCRIPTIONS



Audio Visual & Information Technology

Systems Project Manager

Minimum/General Experience: Must have a minimum of at least ten (10) years' experience in the overall management from conception to implementation of complex information technology, videoconferencing, telecommunication or audiovisual systems.

Functional Responsibility: This individual shall be responsible for contract performance and will interface with the client technical representative. This individual will be responsible for the project schedule, budget management, payment terms and conditions, the allocation of proper technical, management and administrative resources to each client location and the overall responsibility of profitability on each job.

Minimum Education and Experience: Bachelor of Science Degree and Ten (10) Years Equivalent Experience in Information Systems Technology.

Systems Engineer

Minimum/General Experience: Must have a minimum of at least ten (10) years' experience in the overall management from conception to implementation of complex information technology, videoconferencing, telecommunication or audiovisual systems.

Functional Responsibility: This individual shall be responsible for contract performance and will interface with the client technical representative. This individual will be responsible for the project schedule, budget management, payment terms and conditions, the allocation of proper technical, management and administrative resources to each client location and the overall responsibility of profitability on each job.

Minimum Education and Experience: Bachelor of Science Degree and Ten (10) Years Equivalent Experience in Information Systems Technology.



Systems Programmer

Minimum/General Experience: Must have a minimum of five (5) years' experience in the programming of information technology, videoconferencing, Telecommunication or audiovisual systems.

Functional Responsibility: This individual will be directly responsible for programming requirements relating to system design, user interface, and system functionality to meet documented requirements.

Minimum Education and Experience: High School Diploma and five (5) Years Equivalent Experience in Information Systems Technology.

Systems Integrator/Installer

Minimum/General Experience: This individual shall have a minimum of five (5) years in wiring, integration, diagnostic and system testing

Functional Responsibility: This individual will be directly responsible for all in shop wiring, integration, diagnostic and system testing of information technology, videoconferencing, telecommunication or audiovisual systems to meet documented requirements.

Minimum Education and Experience: High School Diploma and Five (5) Years Equivalent Experience in Presentation Systems Technology.

Contact Us



ROAD MAP CONSULTING

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Email Us

✉ info@roadmapc.com

Call Us

☎ (703)286-5426

Visit

🌐 www.roadmapc.com