GENERAL SERVICES ADMINISTRATION  
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 for GSA Advantage! is:  
http://www.gsaadvantage.gov

Multiple Award Schedule (MAS)  
Large Category H: Professional Services

CONTRACT NUMBER:  
GS-00F-340GA

PERIOD COVERED BY CONTRACT:  
August 28, 2022 through August 27, 2027

TECHNICAL ASSENT, LLC  
3100 Clarendon Boulevard, Suite 200  
Arlington, VA 22201-5330  
(P): 202-904-8527  
(F): 202-299-4550  
www.technicalassent.com

Contract Administration: Christopher D Bobbitt / cbobbitt@technicalassent.com

Modification #PO-0013 Dated August 28, 2022

Business Size: Small, Veteran Owned, Service-Disabled Business

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov
CUSTOMER INFORMATION:

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

<table>
<thead>
<tr>
<th>SIN</th>
<th>Recovery</th>
<th>SIN Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>541611</td>
<td>541611RC</td>
<td>Administrative Management and General Management</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Consulting</td>
</tr>
<tr>
<td>611430</td>
<td>611430RC</td>
<td>Professional and Management Development Training</td>
</tr>
<tr>
<td>OLM</td>
<td></td>
<td>Order Level Materials</td>
</tr>
</tbody>
</table>

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

1c. Hourly Rates (if services): Refer to attached pricelist

2. Maximum Order:
   SINs 541611, 611430: $1,000,000.00
   OLM: $250,000

   *If the “best value” selection places your order over this Maximum Order identified in this catalog/pricelist, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contractor for a better price. The contractor may (1) offer a new price for this requirement; (2) offer the lowest price available under this contract; or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the Schedule contract in accordance with FAR 8.404.

3. Minimum Order: $100.00

4. Geographic Coverage (delivery Area): Worldwide

5. Point(s) of production (city, county, and state or foreign country):
   TECHNICAL ASSENT, LLC
   3100 Clarendon Boulevard, Suite 200
   Arlington, VA 22201-5330

6. Discount from list prices or statement of net price: Government net prices (discounts already deducted). See attached pricelist

7. Quantity discounts: None Offered

8. Prompt payment terms: None Offered/ 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 (list items by country of origin): None

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

10b. Expedited Delivery. Items available for expedited delivery are noted in this price list. Contact Contractor.

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

10d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor

11. F.O.B Points(s): Destination

12a. Ordering Address:
TECHNICAL ASSENT, LLC
3100 Clarendon Boulevard, Suite 200
Arlington, VA 22201-5330

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:
TECHNICAL ASSENT, LLC
3100 Clarendon Boulevard, Suite 200
Arlington, VA 22201-5330

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

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

18b. Terms and conditions for any other services (if applicable): N/A

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

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

21. Preventive maintenance (if applicable): N/A
22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). N/A

22b. 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/. N/A

23. Unique Entity Identifier (UEI) number: TQL1KP1SVQZ5

24. Notification regarding registration in System for Award Management (SAM) database: Registered
Service Contract Labor Standards (SCLS) Matrix

<table>
<thead>
<tr>
<th>SCLS Eligible Labor Category</th>
<th>SCLS Equivalent Code Title</th>
<th>Wage Determination No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Technical Writer / Editor **</td>
<td>30461 - Technical Writer I</td>
<td>2015-4281</td>
</tr>
</tbody>
</table>

The Service Contract Labor Standards (SCLS) is applicable to this contract and it includes SCLS applicable labor categories. The prices for the indicated (** SCLS labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS matrix. The prices awarded are in line with the geographic scope of the contract (i.e. nationwide).
Labor Category Descriptions:

<table>
<thead>
<tr>
<th>SIN#</th>
<th>POSITION</th>
<th>FUNCTIONAL RESPONSIBILITY</th>
<th>MIN. EDUCATION</th>
<th>MIN. EXPERIENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>541511, 611430</td>
<td>Senior Technical Writer / Editor</td>
<td>Creates, manages and updates a variety of technical reports, articles, manuals and brochures for integrated business consulting and learning management objectives. Interacts with Analysts and the client in the development, preparation and presentation of management concepts, procedures and reports. Coordinates, assembles, researches and reviews technical reports both electronically and in hard copy. Responsible for edits, analyzes, proofreading, and updates to technical reports and course curriculum. Maintains the status of writing technical projects and sets timely dates for completion. The Senior Technical Writer/Editor works closely with the consulting and learning management teams to understand technical issues, analyses, findings, business issues and recommendations in order to create documents that effectively communicate complex concepts. Provides support to strategic communications and project communications when necessary.</td>
<td>Bachelor’s degree in appropriate discipline or equivalent</td>
<td>Four (4) years of related experience.</td>
</tr>
<tr>
<td>541511, 611430</td>
<td>Senior Cost Analyst</td>
<td>Provides cost analysis and results to assist in senior management decision-making and financial initiatives related to advisory and training service objectives. Monitors and provides valuation, production and other various costs analysis for client. Provides productivity analysis and performs variance analysis between actual and standard costs to ensure operational efficiency of strategic consulting and learning management projects. Performs economic analysis to evaluate costs of alternative ways to accomplish project objectives. Provides technical and financial justification and cost/benefit analyses. Responsible for developing cost estimates. Collects data, develops cost models, and applies risk analysis techniques and uncertainty analysis. Reviews cost models, evaluates technical requirements, determines estimating methodology and assures appropriate resources are available.</td>
<td>Bachelor’s degree in appropriate discipline or equivalent</td>
<td>Six (6) years of related experience.</td>
</tr>
<tr>
<td>Code</td>
<td>Position</td>
<td>Responsibilities</td>
<td>Education/Experience</td>
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</tr>
<tr>
<td>541511,</td>
<td>Senior Analyst</td>
<td>Provides analysis and proposes solutions to complex problems that either have a strategic organizational business process or training focus. Has extensive knowledge of principles, methodologies and concepts in one of more fields of specialization. Prepares project reports and performs in any phase of a project from design to implementation. Has well-developed leadership qualities and leads complex team efforts. Establishes objectives and requirements, develops project standards and schedules. Responsible for the monitoring of outside resources. Coordinates, reviews and supervises work of assigned staff. Has extensive knowledge and experience developing and applying analytic methodologies and principles. Helps define project objectives and strategic direction. Researches, identifies and develops solutions to client problems. Provides assistance to project teams in specific business areas.</td>
<td>Bachelor’s degree in appropriate discipline or equivalent</td>
<td>Six (6) years of related experience.</td>
</tr>
<tr>
<td>611430</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>541511,</td>
<td>Management Consultant I</td>
<td>Translates mission oriented or learning management client requirements into organizational plans and assists Project Manager in the development of deliverables. Responsibilities include data collection and data analysis, methodology development and evaluation, best practice research, benchmarking, business management improvement, organizational development, performance measurement, acquisition support and general management consulting. Assists project team with information gathering and research, organizes data and project documents, cleans and analyzes data. Supports project objectives and helps assess the impact of industry trends, policy and standard methodologies. Conducts activities in support of project team’s objectives. Possesses demonstrated knowledge, experience and ability in the development of solutions, recommendations or outcomes across multiple business tasks and/or organizations. Utilizes the fundamental concepts, practices and procedures of a particular field of specialization. Works closely with senior Management Consultants. Performs work under general supervision.</td>
<td>Bachelor’s degree in appropriate discipline or equivalent</td>
<td>Four (4) years of related experience.</td>
</tr>
<tr>
<td>Job Title</td>
<td>Description</td>
<td>Education Requirements</td>
<td>Experience Requirements</td>
<td></td>
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<td>----------------------------------------------------------------------------------------</td>
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<tr>
<td>Project Manager</td>
<td>Performs day-to-day management of contract support operations, possibly involving multiple tasks and groups of personnel at multiple locations, on a single or multiple projects within the strategic consulting and/or learning management spheres. Responsible for the overall management of the project under the guidance of the Program Manager. Ensures that technical solutions and project schedules so that advisory services and course development deliverables are implemented in a timely manner. Maintains baseline budgets and schedules, administers quality control and assurance, implements and monitors control measures. Analyzes data, develops information, and assesses available solutions or alternative methods of proceeding. Selects and assigns appropriate project leads and team members. Gathers and organizes information on problems or procedures, including present operating procedures. Develops and implements operational tests and assessments. Oversees and manages projects. Responsibilities include organizing, directing, coordinating the planning and production of all project activities. Responsible for staffing, project planning, staff direction and oversight.</td>
<td>Bachelor’s degree in appropriate discipline or equivalent</td>
<td>Four (4) years of related experience.</td>
<td></td>
</tr>
<tr>
<td>Program Manager I</td>
<td>Manages substantial contract support operations involving multiple projects. Has demonstrated expertise in program and systems management, learning management design, and advisory planning and development. Organizes, directs, and coordinates planning and production of all contract support activities. Has demonstrated communications skills at all levels of management. Responsible for formulating and enforcing work standards, assigning project schedules, reviewing work discrepancies, supervising contractor personnel, and communicating policies, purposes, and goals of the organization to subordinate personnel. Responsible for overall project performance. Assembles and recruits staff to perform assigned tasks. Demonstrated capability in the overall management of multi-task contracts of the different sizes, types, and complexity.</td>
<td>Bachelor’s degree in appropriate discipline or equivalent</td>
<td>Eight (8) years of related experience.</td>
<td></td>
</tr>
<tr>
<td>541511, 611430</td>
<td>Management Consultant III</td>
<td>Serves as a key facilitator between multiple teams to achieve objectives and complex efforts. Extensive experience in the development of recommendations and solutions across multiple complex tasks in multiple organizations. Leads the deployment of improvement methodologies and tools in process improvement and learning management / course development projects. The Management Consultant III provides leadership and vision to client and project teams. Develops long-range objectives and strategic plans related to business process improvement and curriculum design. Establishes procedures, standards, priorities and work plans. Applies knowledge of industry best practices, business process transformation, or lean management methods. Applies a considerable knowledge of practices, concepts and procedures of a particular field of specialization in the completion of significant assignments. Serves as an advisor and has direct interaction with the client. Supervises and directs the activities of more junior Management Consultants and other staff when necessary.</td>
<td>Bachelor’s degree in appropriate discipline or equivalent</td>
<td>Eight (8) years of related experience including four (4) years of related management experience.</td>
</tr>
<tr>
<td>541511, 611430</td>
<td>Subject Matter Expert I</td>
<td>Confers with client management to understand and develop the client's strategic business goals, and assists in formulation of an appropriate strategy for business process and / or learning management objectives. Analyzes client requirements and recommends development or lean management strategies. Offers guidance, consultation, facilitation and thought leadership to the client and/or project team based on his/her specialized expertise. Within broad objectives, performs in a recognized expert professional position requiring a high level of specialized knowledge and experience related to strategic planning, systems alignment, organizational assessment, process improvement, facilitation and related decision support services, as well as planning, creating, and executing of learning management/course development. Demonstrates ability to analyze complex problems, research and synthesize data, and propose unique solutions or alternatives. May serve as an advisor to clients or other project personnel, manage/lead projects, and provide overall guidance and technical direction on projects. Is a recognized leader in one or more disciplines. Recognized in the professional community as an &quot;expert&quot; in the technical/specialty area being addressed.</td>
<td>Bachelor’s degree in appropriate discipline or equivalent</td>
<td>Ten (10) years of related experience.</td>
</tr>
</tbody>
</table>
**Director**

Demonstrated ability to provide guidance and direction for multiple strategy deployments and in designing, implementing and managing projects of a business process improvement and/or learning management and training nature. Capability to manage and multitask projects of high complexity. Provides primary interface with client management personnel regarding strategic issues. Works directly with senior client staff to ensure successful and timely implementation the strategy within budget constraints. Coordinates all parties to tasks, reviews work products for completeness and adherence to client requirements. Includes a broad knowledge of management theories, discipline and corresponding application within varying organizations of all sizes. Includes background in one or more of the following: organizational development, strategic planning and analysis, change management or program development. Capabilities of the Director include understanding of business process and productivity, strategic planning, leadership systems, complete organizational assessments, learning management concepts, and course curriculum design. Provides direction in defining objectives and has ultimate responsibility for staff on project.

Bachelor’s degree in appropriate discipline or equivalent

Twelve (12) years of related experience including eight (8) years of related management experience.

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**Subject Matter Expert II**

Functions as key corporate resource that can be called on to provide unique insight, analysis, evaluation and recommendations for improvements, optimization, development, and/or maintenance efforts for client-specific or mission-critical proficiencies; consults with client to define the true need or problem; and conducts studies and surveys to obtain data and analyze data to advise on or recommend solution. Responsibilities include providing senior expertise in a particular functional area (business process and/or learning management focused), such as management, business process mapping, lean management, acquisition, and course development. Serves as an advisor to clients and other project personnel, manages project objectives and provides overall guidance and technical direction on advisory/learning management projects. Within broad objectives, performs in a recognized expert professional position requiring the highest level of specialized knowledge and experience related to strategic planning, systems alignment, organizational assessment, process improvement, facilitation and related decision-support services as well as planning, creating, and executing of learning management/course development. Recognized in the professional community as the "foremost expert" in the area being addressed.

Bachelor’s degree in appropriate discipline or equivalent

Fifteen (15) years of related experience.
The following experience and educational equivalency table applies for the outlined labor categories:

<table>
<thead>
<tr>
<th>DEGREE</th>
<th>RELATED EXPERIENCE SUBSTITUTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associates</td>
<td>H.S. Diploma + 2 years experience</td>
</tr>
<tr>
<td>Bachelors</td>
<td>H.S. Diploma + 4 years experience or Associates + 2 years experience</td>
</tr>
<tr>
<td>Masters</td>
<td>Bachelors + 2 years experience</td>
</tr>
<tr>
<td>PhD</td>
<td>Masters + 3 years experience or Bachelors + 5 years experience</td>
</tr>
</tbody>
</table>