



METROSTAR SYSTEMS®
Advancing Technology DailySM

GSA Schedule **874**

Mission Oriented Business Integrated Services (MOBIS)



Schedule
Contract GS-02F-0080X

CONTRACT PERIOD:

February 9, 2011 – February 8, 2016

SCHEDULE TITLE: Federal Supply Schedule 874 Mission Oriented Business Integrated Services (MOBIS)

CONTRACT NUMBER: GS-02F-0080X

- 874-1 Consulting Services
- 874-3 Survey Services
- 874-4 Training Services: *Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration*
- 874-7 Program and Project Management

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

CONTRACTOR'S ADMINISTRATION SOURCE:

Ali Manouchehri
MetroStar Systems, Inc.
1856 Old Reston Avenue, Suite 100
Reston, VA 20190-3330
phone: (703) 481-9581
fax: (703) 481-9511
e-mail: amanouch@metrostarsystems.com

BUSINESS SIZE:

Small, small Disadvantaged, SBA 8(a) Certified Firm

DUNS: 125313051

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**GENERAL SERVICES ADMINISTRATION
FEDERAL ACQUISITION SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE CATALOG/PRICE LIST**

Online 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>

Information For Ordering Activities

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs) WITH APPROPRIATE CROSS REFERENCE TO ITEM DESCRIPTION AND AWARDED PRICES(S).

SIN	DESCRIPTION
874-1	Consulting Services
874-3	Survey Services
874-4	Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration Program and Project Management
874-7	

1b. IDENTIFICATION OF THE LOWEST PRICES MODEL NUMBERS AND PRICE FOR EACH SIN:

SIN	MODEL	PRICE
874-1	Data Analyst I	\$72.54
874-3	Data Analyst I	\$72.54
874-4	Consultant I	\$87.05
874-7	Data Analyst I	\$72.54

1c. HOURLY RATES:

LABOR CATEGORY	GSA PRICE W/ IFF
Consultant III	\$135.42
Consultant II	\$111.23
Consultant I	\$87.05
Data Analyst II	\$91.89
Data Analyst I	\$72.54
Training Specialist II	\$125.74
Training Specialist I	\$85.65

2. MAXIMUM ORDER*: \$1,000,000.00

*If the best value selection places your order over the 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

4. GEOGRAPHIC COVERAGE:

Domestic, 50 states, Washington, DC, Puerto Rico, US Territories

5. POINT(S) OF PRODUCTION:

Reston, VA (Fairfax County)

6. DISCOUNT FROM LIST PRICES:

4% from the accepted price list.
Prices listed are GSA Net, discount deducted.

7. QUANTITY DISCOUNT(S): None

8. PROMPT PAYMENT TERMS:

+.25%, 20 Days, Net 30 Days

9a. Government Purchase Cards must be accepted at or below the micro-purchase threshold.

9b. Government Purchase Cards are accepted above the micro-purchase threshold.

10. FOREIGN ITEMS: None

11a. TIME OF DELIVERY: As specified on task order and as mutually agreed upon.

11b. EXPEDITED DELIVERY: As specified on task order and as mutually agreed upon. Please, contact Contractor's Representative.

11c. OVERNIGHT AND 2-DAY DELIVERY:

As specified on task order and as mutually agreed upon. Contact the Contractor for rates.

Information For Ordering Activities

11d. URGENT REQUIREMENTS:

Agencies can contact the Contractor's representative to affect a faster delivery.

12. FOB POINT: Destination

13a. ORDERING ADDRESS:

MetroStar Systems, Inc.
1856 Old Reston Avenue, Suite 100
Reston, VA 20190

13b. 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

14. PAYMENT ADDRESS:

MetroStar Systems, Inc.
1856 Old Reston Avenue, Suite 100
Reston, VA 20190

15. WARRANTY PROVISION: Standard Commercial Warranty. Customer should contact contractor for a copy of the warranty.

16. EXPORT PACKING CHARGES: N/A

17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE (any thresholds above the micro-purchase level)

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 AVAILABLE): N/A

20a. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE): N/A

21. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE): N/A

22. LIST OF PARTICIPATING DEALERS (IF APPLICABLE): N/A

23. PREVENTIVE MAINTENANCE (IF APPLICABLE): N/A

24a. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants)

24b. Section 508 Compliance for EIT: N/A

25. DUNS NUMBER: 125313051

26. NOTIFICATION REGARDING REGISTRATION IN CENTRAL CONTRACTOR REGISTRATION (CCR) DATABASE: MetroStar Systems, Inc. is currently registered in the CCR database.

Service Offerings



SIN 874-1 [CONSULTING SERVICES]

Contractors provide expert advice, assistance, guidance and counsel to improve the performance, quality, timeliness and efficiency of services provided by the federal government. Task orders may include but are not limited to:

- Strategic, business and action planning
- Acquisition and procurement planning and execution
- Performance-based budgeting Systems alignment
- Cycle time
- Organizational assessments
- High performance work
- Leadership systems
- Performance measures and indicators
- National security strategy and policy development
- Emergency management and preparedness
- Medical and healthcare consulting



SIN 874-3 [SURVEY SERVICES]

Obtain expert consultation, assistance and deliverables associated with all aspects of surveying within the context of MOBIS. Contractors shall assist with, and/or perform all phases of the survey process to include, but not limited to:

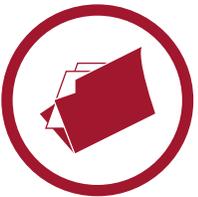
- Planning survey design
- Defining and refining the agenda
- Determining proper survey data collection methodology
- Administering surveys using various types of data collection methods
- Sampling; survey development
- Survey database administration
- Analysis of quantitative and qualitative survey data
- Pretest/pilot surveying



SIN 874-4 [TRAINING SERVICES]

Includes off-the-shelf, or customized off-the-shelf training packages related to specific business services. Task orders may include, but are not limited to:

- Customer service; team building
- Performance measurement
- Performance problem solving
- Business process reengineering
- Strategic planning
- Process improvement
- Performance problem-solving
- ISO 9000
- Statistical process control



SIN 874-7 [PROGRAM AND PROJECT MANAGEMENT]

Contractors provide services related to initiating, planning, controlling, executing and closing out projects & programs. Task Orders may include, but are not limited to:

- Project leadership and communications
- Scheduling and cost control
- Risk management
- Management of project quality
- Project scope management
- Program/project performance measurement
- Program integration

Price List

Direct Labor Categories

SIN(s) PROPOSED	LABOR CATEGORIES	RATE OFFERED TO GSA (including IFF)
874-1, 874-3, 874-4, 874-7	Consultant III	\$135.42
874-1, 874-3, 874-4, 874-7	Consultant II	\$111.23
874-1, 874-3, 874-4, 874-7	Consultant I	\$87.05
874-1, 874-3, 874-7	Data Analyst II	\$91.89
874-1, 874-3, 874-7	Data Analyst I	\$72.54
874-1, 874-3, 874-4, 874-7	Training Specialist II	\$125.74
874-1, 874-3, 874-4, 874-7	Training Specialist I	\$85.65

Labor Category Descriptions

1. CONSULTANT III (PROGRAM MANAGER)

Functional Responsibility: Represent the organization/company as a prime contact on contracts or projects and interacts with senior internal and external personal. Develops solutions to a variety of complex problems. Applies advanced skills to provide management and technical expertise by conducting and/or participating in the strategic, tactical, and operational aspects of projects. Provides leadership and technical expertise in the areas of delivering process and productivity improvement solutions, facilitation of large and small groups, developing business and strategic plans, providing performance measurement and business process reengineering training, and conducting financial and cycle-time analysis.

Education/Experience Requirements: *MS/MA or equivalent and 5 years of general experience.*

2. CONSULTANT II (PROJECT MANAGER)

Functional Responsibility: Consults with the customer to ensure conformity to project and contractual obligations for projects/initiatives. Approves documentation standards, system specifications, feasibility and justification reports, and policy recommendations. Establishes and maintains reports in order to show progress of projects to management and customers. Organizes and assigns responsibilities to subordinates and supervises the successful completion of all assigned tasks. Ensures the development, maintenance and implementation of Project Management Plans. Ensures that maximum service is obtained from all operations through efficient use of personnel and equipment.

Education/Experience Requirements: *BS/BA or equivalent and 3 years of general experience.*

3. CONSULTANT I

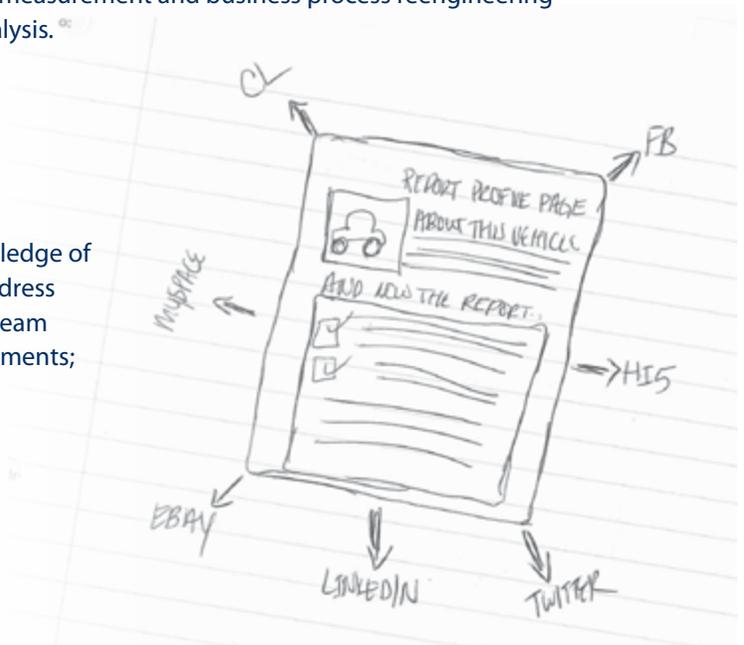
Principle Duties and Responsibility: Consultants apply their advanced skills to provide management and technical expertise by conducting and/or participating in the strategic, tactical, and operational aspects of projects. Consultants provide leadership and technical expertise in the areas of delivering process and productivity improvement solutions, facilitation of large and small groups, developing business and strategic plans, providing performance measurement and business process reengineering training, and conducting financial and cycle-time analysis.

Education/Experience Requirements:
BS/BA or equivalent and 1 year of general experience.

4. DATA ANALYST II

Principle Duties and Responsibility: Possesses knowledge of applying analytic methodologies and principles to address project needs. Serves as a member of the consulting team performing analytical tasks and technical team assignments; performs research, support, and reporting functions.

Education/Experience Requirements:
BS/BA or equivalent and 3 year of general experience.



Labor Category Descriptions (Continued)

5. DATA ANALYST I

Principle Duties and Responsibility: Possesses knowledge of applying analytic methodologies and principles to address project needs. Serves as a member of the consulting team performing analytical tasks and technical team assignments; performs research, support, and reporting functions.

Education/Experience Requirements: *BS/BA or equivalent and 1 year of general experience.*

6. TRAINING SPECIALIST II

Principle Duties and Responsibility: Provides appropriate training to achieve project goal and maintain currency in applicable state-of-the-art technologies and business paradigms. Conducts the research necessary to develop and revise training courses. Develops and revises these courses and prepares appropriate training catalogs. Prepares instructor materials (course outline, background material, and training aids). Prepares student materials (course manuals, workbooks, handouts, completion certificates, and course survey forms). Trains personnel by conducting formal classroom courses, workshops and seminars or provides web-based training.

Education/Experience Requirements: *BS/BA or equivalent and 5 year of general experience.*

7. TRAINING SPECIALIST I

Principle Duties and Responsibility: Provides appropriate training to achieve project goal and maintain currency in applicable state-of-the-art technologies and business paradigms. Conducts the research necessary to develop and revise training courses. Develops and revises these courses and prepares appropriate training catalogs. Prepares instructor materials (course outline, background material, and training aids). Prepares student materials (course manuals, workbooks, handouts, completion certificates, and course survey forms). Trains personnel by conducting formal classroom courses, workshops and seminars or provides web-based training.

Education/Experience Requirements: *BS/BA or equivalent and 3 year of general experience.*

GED or vocational degree = high school degree.

Two years of higher education = one (1) yr of general experience.

BS/BA = six (6) yrs of general experience.

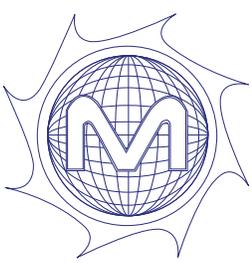
MS/MA= ten (10) yrs of general experience, or BS/BA + four (4) yrs of general experience.

PhD = thirteen (13) yrs of general experience, or BS/BA + six (6) yrs of general experience, or MS/MA and three (3) yrs of general experience.



About Us

MetroStar Systems is proud to be an approved vendor on the GSA Schedule 874 and we look forward to the opportunity to serve you. Since 1999, MetroStar Systems has made an impact in federal, state, and local governments by providing innovative technology services and tools that empower faster solutions across the spectrum of the World Wide Web.



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