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: GSAAdvantage.gov.

Schedule Title: Multiple Award Schedule

Federal Supply Group: Professional Services

Contract No.: GS-02F-010GA
Contract Period: November 30, 2016 through November 29, 2026

Business Size: Woman Owned Business, Other than Small Business

Eagle Hill Consulting, LLC

www.eaglehillconsulting.com

241 18th Street South, Suite 615
Arlington, VA 22202
Phone: (703) 229-8600
Fax (703) 229-5622

Contact: Melissa Jezior, President & CEO: mjezior@eaglehillconsulting.com

Prices Shown Herein are Net (Discount Deducted)
For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

CUSTOMER INFORMATION

1a. Awarded Special Item Number(s): Awarded Special Item Number(s): 56131 Talent Acquisition, 541612EPM Employee Relations Management, 541214HR Compensation and Benefits, 524292 Separation and Retirement, 541612ER Employee Relations, 541612LR Labor Relations, 541611W Workforce Analytics and Employee Records, 54161 Agency Human Capital Evaluation, 541611 Management and Financial Consulting, Acquisition and Grants Management Support and Business Program and Project Management Services, 541612HC Agency Human Capital Strategy Policy and Operational Planning, 611430TD Talent Development and OLM Order Level Materials

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract: Training Support Associate, $113.17 per hour.

1c. Description of Commercial Job Titles: See p. 6

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


5. Point(s) of production (city, county, and State or foreign country): Arlington, VA.

6. Discount from list prices or statement of net price: Prices shown herein are GSA net prices.

7. Quantity discounts: 1.25%, $500,000. 2%, $900,000.

8. Prompt payment terms: None. 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): N/A

10a. Time of Delivery: As negotiated with ordering office.

10b. Expedited Delivery: Contact Contractor for expedited delivery.

10c. Overnight and 2-day delivery: Contact the Contractor for rates for overnight and 2-day delivery.

10d. Urgent Requirements: Contact the Contractor to effect a faster delivery.

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

12a. Ordering address: Company’s Arlington, VA address (see front page).

12b. Ordering procedures: For services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment address: Same as company’s address (see front page).

14. Warranty provision: N/A.

15. Export packing charges, if applicable: N/A.

16. Terms and conditions of rental: N/A.

17. Terms and conditions of installation: N/A.

18. Terms and conditions of repair parts: N/A.

19. Terms and conditions for any other services: N/A.

20. List of service and distribution points: N/A

21. List of participating dealers: N/A

22. Preventive maintenance: N/A

23a. Special attributes: N/A.

23b. Section 508: N/A.

24. Unique Entity Identifier (UEI) number: 137206202.

25. Notification regarding registration in the System for Award Management (SAM) database. Registered Contract No. GS-02F-010GA

Contract Dates: 11.30.16 – 11.29.26
ABOUT EAGLE HILL CONSULTING, LLC.

Eagle Hill Consulting, LLC is a woman-owned business that provides unconventional management consulting services in the areas of Strategy & Performance, Talent, and Change. The company’s expertise in delivering innovative solutions to unique challenges spans across the private, public, and nonprofit sectors, from government to financial services to healthcare to media & entertainment. Forbes named the company one of America’s Best Management Consulting Firms of 2016, 2017, 2018, 2019, 2020 & 2021. More information is available at [www.eaglehillconsulting.com](http://www.eaglehillconsulting.com).
The Service Contract Labor Standards (SCLS) are applicable to this contract as it applies to the entire MAS Schedule and all services provided. While no specific labor categories have been identified as being subject to SCLS 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 SCLS eligible labor categories. If and/or when the Contractor adds SCLS labor categories / employees to the contract through the modification process, the Contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

See next pages for labor category descriptions
DESCRIPTION OF DUTIES AND QUALIFICATIONS REQUIREMENTS

Training Support Associate

- Designs training schedules
- Manages training registration
- Tracks training attendance
- Supports development of training and other deliverables
- Manages training material production, and
- Summarizes training survey results

Minimum Education Level | Bachelor’s Degree
Minimum Experience Requirements | 1 year
Substitution Methodology | None

Associate Consultant Analyst

- Applies strong analytical and technical skills to deliver key project activities including, task management, business process documentation, and business analysis activities
- Helps coordinate meetings, prepare meeting materials, and document meeting minutes
- Provides technical writing and editorial support
- Manages, organizes, and completes individual work efforts within deadlines according to specifications and quality standards
- Identifies project risks and issues; escalates them to leadership as needed; resolves them as required

Minimum Education Level | Bachelor’s Degree
Minimum Experience Requirements | 3 years
Substitution Methodology | 1 year with Graduate Degree
### Business Analyst

- Provides in-depth knowledge and expertise in strategy, organizational transformation, process design, and change management.
- Plans and manages projects such as business problem analysis, business process design and/or reengineering, organization strategy and design, communication planning and training.
- Supports strategic organizational plan development, best practices research, metrics design, and implementation planning.

<table>
<thead>
<tr>
<th>Minimum Education Level</th>
<th>Bachelor’s Degree</th>
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</thead>
<tbody>
<tr>
<td>Minimum Experience Requirements</td>
<td>5 years</td>
</tr>
<tr>
<td>Substitution Methodology</td>
<td>3 years with Graduate Degree</td>
</tr>
</tbody>
</table>

### Senior Business Analyst

- Experienced in project and task management
- Responsible for ensuring successful task/project completion within the scheduled timeframe consistent with the established scope of work to include both the technical and financial solutions.
- Organizes, directs, and coordinates the planning and production of all activities associated with assigned tasks.
- Conducts in-depth analysis of processes

<table>
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<tr>
<th>Minimum Education Level</th>
<th>Bachelor’s Degree</th>
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<tbody>
<tr>
<td>Minimum Experience Requirements</td>
<td>7 years</td>
</tr>
<tr>
<td>Substitution Methodology</td>
<td>5 years with Graduate Degree</td>
</tr>
</tbody>
</table>
**Project Manager**

- Manages delivery of project according to project schedule and budget
- Manages day-to-day client relationships
- Reviews all project milestones and deliverables for completeness, accuracy, and quality
- Manages and executes other contractual and project management responsibilities

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<th>Minimum Education Level</th>
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<tbody>
<tr>
<td>Minimum Experience Requirements</td>
<td>8 years</td>
</tr>
<tr>
<td>Substitution Methodology</td>
<td>6 years with Graduate Degree</td>
</tr>
</tbody>
</table>

**Subject Matter Expert**

- Provides in-depth human resources knowledge, expertise, and guidance, to the project.
- Leads complex problem solving and analyses, feasibility, and benchmarking studies in the area of expertise.
- Advises senior project and client management team and provides specific guidance reflecting detailed knowledge and expertise in a HR functional area.

<table>
<thead>
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<th>Minimum Education Level</th>
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<tbody>
<tr>
<td>Minimum Experience Requirements</td>
<td>12 years</td>
</tr>
<tr>
<td>Substitution Methodology</td>
<td>10 years with Graduate Degree</td>
</tr>
</tbody>
</table>
Senior Advisor

- Provides overall strategic direction, vision, leadership, and program management to the project team.
- Advises the project manager on complex project budget, schedule, risk, and resource issues.
- Contributes to organizational direction through regular involvement with senior level client leadership and team members.
  
  Maintains productive and effective client relationship with the most senior levels of the client organization.

<table>
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<tr>
<th>Minimum Education Level</th>
<th>Bachelor’s Degree</th>
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</thead>
<tbody>
<tr>
<td>Minimum Experience Requirements</td>
<td>15 years</td>
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<tr>
<td>Substitution Methodology</td>
<td>None</td>
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