



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

**General Services Administration
Federal Supply Service
Mission Oriented Business Integrated Services (MOBIS) Contract,
Schedule 874**

**CONTRACT NUMBER:
GS-10F-0005V**

**PERIOD COVERED BY CONTRACT:
OCTOBER 1, 2008 THROUGH SEPTEMBER 30, 2018**

**LeighFisher, Inc.
11730 Plaza America Drive
Suite 310
Reston, VA 20190
(P): 703-796-6200
(F): 703-435-8380
www.leighfisher.com**

General Services Administration
Management Services Center Acquisition Division
Supplement #**PS-0011**, dated **August 7, 2013**.

Business Size: **Large**
DUNS: **96-339-1284**

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at <http://www.fss.gsa.gov>.

GSA AWARDED TERMS AND CONDITIONS

LeighFisher, Inc.

- 1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price (s).

SIN 874-1/874-1RC: CONSULTING SERVICES

- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract.

Not Applicable

- 1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate not applicable for this item.

Please refer to Attachment A

2. MAXIMUM ORDER:

\$1,000,000.00

3. MINIMUM ORDER:

\$100.00

4. GEOGRAPHIC COVERAGE (DELIVERY AREA):

48 Contiguous States, the District of Columbia and Hawaii

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

LeighFisher, Inc.

11730 Plaza America Drive, Suite 310

Reston, VA 20190

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6. Discount from list prices or statement of net price.

GSA Net pricing shown in pricing tables provided – See ATTACHMENT A

7. QUANTITY DISCOUNTS.

Not Applicable

8. PROMPT PAYMENT TERMS:

0%, Net 30 Days

- 9a. Government purchase cards **are accepted** at or below the micro-purchase threshold.
- 9b. Government purchase cards **are not accepted** above the micro-purchase threshold.
10. FOREIGN ITEMS (LIST ITEMS BY COUNTRY OF ORIGIN):
None
- 11a. TIME OF DELIVERY:
Specified on task order
- 11b. EXPEDITED DELIVERY:
Please contact LeighFisher for expedited delivery.
- 11c. OVERNIGHT AND 2-DAY DELIVERY:
Please contact LeighFisher for overnight and 2- day delivery.
- 11d. URGENT REQUIREMENTS:
Please contact LeighFisher for urgent requirements.
12. F.O.B. POINT(S):
Destination
- 13a. ORDERING ADDRESS:
**LeighFisher, Inc.
11730 Plaza America Drive, Suite 310
Reston, VA 20190
(P): 703-796-6200
(F): 703-435-8380**
- 13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample BPA can be found at the GSA/FSS Schedule homepage fss.gsa.gov/schedules.
14. PAYMENT ADDRESS.
**MAIL REMITTANCE:
LeighFisher, Inc.
c/o Bank of America
800 Market Street
Lockbox 18713F
St. Louis, MO 63150-8713**
- WIRE REMITTANCE:
Wells Fargo Bank
ABA: 121000248, Account No: 4600061832
Name: LeighFisher
WF swift code: WFBIUS6S**

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).
Not accepted above the micro-purchase threshold
18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE).
Not Applicable
19. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE).
Not Applicable
- 20a. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF APPLICABLE).
Not Applicable
- 20b. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE)
Not Applicable
21. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE).
Not Applicable
22. LIST OF PARTICIPATING DEALERS (IF APPLICABLE).
Not Applicable
23. PREVENTIVE MAINTENANCE (IF APPLICABLE).
Not Applicable
- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).
Not Applicable
- 24b. 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. contractor s website or other location.) The EIT standards can be found at: www.Section508.gov/.

Not Applicable

25. DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER.

96-339-1284

26. Notification regarding registration in Central Contractor Registration (CCR) database.

CAGE CODE # 6BZT9, registration valid.

27. UNCOMPENSATED OVERTIME (INDICATE IF USED):

LeighFisher does not offer overtime compensation to its full time employees.

**ATTACHMENT A
LEIGHFISHER, INC.
LABOR CATEGORY DESCRIPTIONS AND HOURLY RATES
(SIN 874-1/874-1RC)**

SIN	Labor Category	Year 6 Rate	Year 7 Rate	Year 8 Rate	Year 9 Rate	Year 10 Rate
		(10/1/13 - 9/30/14)	(10/1/14 - 9/30/15)	(10/1/15 - 9/30/16)	(10/1/16 - 9/30/17)	(10/1/17 - 9/30/18)
874-1	Director II	\$ 273.65	\$ 279.13	\$ 284.71	\$ 290.40	\$ 296.21
874-1	Director I	\$ 254.11	\$ 259.19	\$ 264.37	\$ 269.66	\$ 275.05
874-1	Associate Director II	\$ 244.33	\$ 249.22	\$ 254.20	\$ 259.29	\$ 264.47
874-1	Associate Director I	\$ 224.79	\$ 229.28	\$ 233.87	\$ 238.54	\$ 243.32
874-1	Principal Consultant	\$ 195.47	\$ 199.38	\$ 203.36	\$ 207.43	\$ 211.58
874-1	Senior Consultant II	\$ 175.92	\$ 179.44	\$ 183.03	\$ 186.69	\$ 190.42
874-1	Senior Consultant I	\$ 156.37	\$ 159.50	\$ 162.69	\$ 165.94	\$ 169.26
874-1	Consultant III	\$ 141.71	\$ 144.55	\$ 147.44	\$ 150.39	\$ 153.39
874-1	Consultant II	\$ 131.94	\$ 134.58	\$ 137.27	\$ 140.02	\$ 142.82
874-1	Consultant I	\$ 117.28	\$ 119.63	\$ 122.02	\$ 124.46	\$ 126.95
874-1	Graphics Technician	\$ 83.07	\$ 84.73	\$ 86.43	\$ 88.16	\$ 89.92
874-1	Administrative Support	\$ 83.07	\$ 84.73	\$ 86.43	\$ 88.16	\$ 89.92
874-1	Word Processing	\$ 68.41	\$ 69.78	\$ 71.18	\$ 72.60	\$ 74.05

Labor Category Descriptions

Director II

Description

Provides oversight and executive level management of the contract. Is an active industry participant with national recognition in multiple areas of the industry and a subject matter expert in one or more areas pertinent to the scope of work. Consistently displays sound judgment in all matters relating to quality control of technical work and senior client management. Responsible for final contract staffing decisions to ensure the best talent with the appropriate skill sets available are engaged. Steers strategic direction for fulfilling client needs through regular involvement with senior level client leadership and team members.

Experience & Educational Requirements

Minimum 17 years of relevant experience and a Master's degree.

Director I

Description

Responsible for sustaining effective, long-term relations with the client's senior management. Fully competent in quality control of the required scope of work. Is an active industry participant with recognition in at least one area of the industry. Consistently displays superior leadership abilities in relation to client satisfaction and staff management. Responsible for leading development of final strategic vision and execution plan for the contract. Develops final budget and cost estimates for the contract work.

Experience & Educational Requirements

Minimum 13 years of relevant experience and a Master's degree.

Associate Director II

Description

Performs day-to-day management of contract execution through management of mid-level staff. Provides creative, positive, and constructive input to the strategic planning and development of the project and solutions. Develops and recommends organizational process changes to include new solutions and new technology. Other areas of expertise may include, but are not limited, to business process reengineering, statistical process control, individual and organizational assessment and evaluation, process modeling and simulation, strategic and business planning, change management, organizational development, and the development of leadership/management skills. An active industry participant with established industry recognition. Provides technical guidance to other project team members. Develops preliminary budget and cost estimates for the total contract work.

Experience & Educational Requirements

Minimum 10 years of relevant experience and a Bachelor's degree.

Associate Director I

Description

Responsible for sustaining effective, long-term relations with the client's senior management. Is an active industry participant with emerging industry recognition. Provides creative, positive, and constructive input to the strategic planning and development of the project. Manages mid-level staff and oversees planning of contract work. Responsible for effectively communicating overall strategy and execution plan for the contract to all mid- and junior-level staff. Assists in developing consolidated preliminary budget and cost estimates for the total contract work.

Experience & Educational Requirements

Minimum 9 years of relevant experience and a Bachelor's degree.

Principal Consultant

Description

Serves as lead for one or more contract tasks. Develops preliminary budget and cost estimates for their assigned tasks. Provides technical leadership on complex projects including development of the specific project work plans. Possesses demonstrated knowledge and extensive experience in the development of solutions, recommendations, and outcomes across multiple complex tasks. Capable of sustaining successful ongoing client relations. Provides first level of quality control for client deliverables. Manages junior-level staff.

Experience & Educational Requirements

Minimum 7 years of relevant experience and a Bachelor's degree.

Senior Consultant II

Description

Capable of managing multiple tasks simultaneously and small- to medium-sized projects. Possesses demonstrated knowledge, experience, and ability in the development of solutions, recommendations, and outcomes across multiple complex tasks. Demonstrates expertise in at least one task in the contract. Supervises and guides junior consultants as necessary.

Experience & Educational Requirements

Minimum 5 years of relevant experience and a Bachelor's degree.

Senior Consultant I

Description

Capable of managing tasks and small projects. Technically superior and capable of providing technical supervision or guidance to staff. Capable of working independently with minimal supervision and direction. Possesses knowledge, some experience, and capabilities in the development of solutions, recommendations, or outcome across multiple tasks. Supervises and guides junior-level consultants as necessary.

Experience & Educational Requirements

Minimum 3 years of relevant experience and a Bachelor's degree.

Consultant III

Description

Capable of completing defined analytical, research or report writing tasks accurately, on time, and within budgetary limitations. Performs a variety of tasks that require experience and knowledge in a specialty area. Understands overall purpose of task assignment.

Experience & Educational Requirements

Minimum 2 years of relevant experience and a Bachelor's degree.

Consultant II

Description

Team member contributing to consulting staff client assignments with specified guidelines. Provides analytical and program support. Performs tasks requiring superior consulting skills. Works on a team that includes, at a minimum, management and supervisory staff, i.e. Director, Associate Director, Principal Consultant, or Senior Consultant. Is a reliable and cooperative team player who provides positive contributions to the project.

Experience & Educational Requirements

Minimum 1 year of relevant experience and a Bachelor's degree.

Consultant I

Description

Entry-level consultant supporting consulting staff. Works on a team that includes, at a minimum, management and supervisory staff, i.e. Director, Associate Director, Principal Consultant, or Senior Consultant. Works closely with supervisors to provide analytical and program support.

Experience & Educational Requirements

Minimum 0 years of relevant experience and a Bachelor's degree.

Graphics Technician

Description

Supports the consulting staff and management team in the preparation of deliverables, internal reports, briefings, and drawings associated with the contract

Experience & Educational Requirements

Minimum 1 or more years of relevant experience and a Bachelor's degree.

Administrative Support

Description

Performs project accounting and other back office functions to support the contract. Edits final deliverables when appropriate providing general and technical editing as applicable.

Experience & Educational Requirements

Minimum 1 or more years of relevant experience and a Bachelor's degree or equivalent of 6 or more years of relevant experience with a high school diploma.

Word Processing

Description

Supports the consulting staff and management team in the preparation of written deliverables through efficient word processing and product production services. Provides input in development of product format style guides and templates.

Experience & Educational Requirements

Minimum of 1 or more years of relevant experience and a Bachelor’s degree or equivalent of 6 or more years of relevant experience with a high school diploma.

EDUCATION EQUIVALENCY

Education and experience may be substituted for each other. Each year of relevant experience may be substituted for one year of education and vice versa.

Degree	Experience Equivalence
Bachelor’s	Associate degree plus 2 years of relevant experience, or 4 years of relevant experience
Master’s	Bachelor’s degree plus 2 years of relevant experience, or Associate degree plus 4 years of relevant experience
Doctorate	Master’s degree plus 2 years of relevant experience, or Bachelor’s degree plus 4 years of relevant experience

Successful completion of higher education which has not yet resulted in a degree may be counted as 1 for 1 years of experience for each year of college completed.