

**GENERAL SERVICES
ADMINISTRATION
Federal Acquisition Service
Mission Oriented Business
Integrated Services
(MOBIS)
SCHEDULE PRICE LIST**

SINs 874-1 and 874-7

**Interior Systems, Inc., dba
ISI Professional Services**

1201 15th Street, N.W.

Suite 200

Washington, D.C. 20005

(202) 393-1515

(202) 393-0630 (fax)

Contract Number: GS-10F-0061L

Contract Period: November 2, 2010 to November 1, 2015

Current Through Modification PS-0013 Dated March 28, 2014



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.fss.gsa.gov>.

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

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Section 1. Customer Information

1a. Table of awarded special item number:

SINs 874-1 Integrated Consulting Services and 874-7 Program and Project Management

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

See Section 3 on page 9 for details.

2. Maximum order: \$1,000,000

3. Minimum order: \$100.00

4. Geographic coverage (delivery area): 48 contiguous states and the District of Columbia.

5. Point(s) of production (city, county, and State or foreign country): Services performed at the Government site with support services provided from ISI headquarters and other office locations.

6. Discount from list prices or statement of net price: Prices shown in pricing section are net price.

7. Quantity discounts: None

8. Prompt payment terms: Net 30

9a. Notification that Government purchase cards are accepted below the micro-purchase threshold:

Government purchase cards are accepted for orders under \$3,000.00.

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold.

Government purchase cards are accepted for orders above \$3,000.00.

10. Foreign items (list items by country of origin): None

11a. Time of delivery: As specified on individual task order.

11b. Expedited Delivery: Upon mutual agreement of ISI and the Government Customers.

11c. Overnight and 2-day delivery: Upon mutual agreement of ISI and the Government Customers.

11d. Urgent Requirements: Upon mutual agreement of ISI and the Government Customers.

12. FOB points: Destination

13. Ordering address.

Interior Systems, Inc.
1201 15th Street, NW
Suite 200
Washington, D.C. 20005
(202) 393-1515
(202) 393-0630 (fax)

14. Payment address.

Interior Systems, Inc.
1201 15th Street, NW
Suite 200
Washington, D.C. 20005

15. Warranty provision: None

16. Export packing charges, if applicable: Not Applicable.

17. Terms and conditions of Government purchase card acceptance:

ISI Professional Services will accept payment through the Government purchase card for any size order.

18. Terms and conditions of rental, maintenance, and repair: Not applicable

19. Terms and conditions of installation: Not applicable

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: Not applicable

20a. Terms and conditions for any other services: Not applicable

21. List of service and distribution points: Not applicable

22. List of participating dealers: Not applicable

23. Preventive maintenance: Not applicable

24. Environmental attributes: Not applicable

25. Data Universal Number System (DUNS) number: #55-617-0926

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

Interior Systems, Inc. is registered in the Central Contractor Registration (CCR) database.

Service Contract Act Statement

The Service Contract Act (SCA) is applicable to this contract as it applies to the entire MOBIS Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA 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 SCA eligible labor categories. If and / or when the contractor adds SCA labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable wage determination number. Failure to do so may result in cancellation of the contract.

Section 2. Labor Category Descriptions and Pricing

For the minimum educational requirements, six (6) years of general experience is considered equivalent to a Bachelor's Degree.

Partner

Minimum/General Experience: 10 years of management experience in a related field. Must possess excellent interpersonal, written and verbal communications skills and have a working knowledge of Federal Government procurement practices and procedures.

Functional Responsibility: Acts as the Contractor representative in formulating the quotation of the task order pricing and negotiation with the Government. Responsible for the contract administration and employees assigned to the various tasks. Also acts as the point of contact for Federal Government officials for any issues/problems not resolvable at the Senior Executive Level.

Minimum Education: Bachelor's degree in a related discipline.

Senior Executive

Minimum/General Experience: Eight (8) years of experience in a related field. Must be able to effectively facilitate, oversee, execute and monitor projects to ensure deliverables and client expectations are met.

Functional Responsibility: Provides overall direction and management to contractor personnel assigned to assist Government agencies with improving performance, quality, timeliness and efficiency within their organizations. Ensures conformance to government contract requirements; directs administration of task orders and proactively mitigates any issues by regularly communicating with government clients to ensure satisfaction with services being rendered.

Minimum Education: Bachelor's degree in related discipline

Manager I

Minimum/General Experience: Minimum of seven (7) years of equivalent work experience and competency in all phases of project management is required. In addition knowledge of resource management and financial management practices is preferred.

Functional Responsibility: Provides technical, administrative, and operational leadership to assigned tasks including contract and subcontractor management. Supervises assigned personnel, conducts planning, and provides recommendations to government clients on task workload. Attends meetings and interacts with vendors, other agencies, and other government staff members on behalf of the government client. Acts as the principal ISI employee responsible to the Senior Executive and Partner for the successful completion of all work required by task orders and ensures quality assurance of project deliverables.

Minimum Education: Bachelor's degree in related discipline

Manager II

Minimum/General Experience: Minimum of five (5) years of equivalent work experience. Competency in all phases of project management concepts and methods is required in addition to knowledge of resource management and financial management practices.

Functional Responsibility: Responsible for management of day-to-day activities on projects assigned by the Government client. Provides oversight of and reporting on the project management and execution of assigned tasks and supports Manager Level I as needed. May have responsibilities for multiple projects and must be able to ensure successful completion of projects.

Minimum Education: Bachelor's degree in related discipline

Manager III

Minimum/General Experience: Minimum of three (3) years of equivalent work experience. Competency in all phases of project management concepts and methods is required in addition to knowledge of resource management and financial management practices.

Functional Responsibility: Responsible for management of day-to-day activities on projects as assigned. Provides oversight of and reporting on the project management and execution of assigned tasks. Supports Manager Level I and II as needed. May have responsibilities for multiple projects and must be able to ensure successful completion of projects.

Minimum Education: Bachelor's degree in related discipline

Management Consultant

Minimum/General Experience: Five (5) years of overall experience in process and business analyses and project management.

Functional Responsibility: In support of the government client: performs detailed analysis; develops alternative solutions; designs business solutions; conducts feasibility studies; develops implementation plans; performs project management; performs implementation tasks; conducts testing and ensures results.

Minimum Education: Bachelor's degree in related discipline

Team Leader – Business

Minimum/General Experience: At least (5) years in a related field. Must be able to lead a project or subproject team to ensure successful implementation of assigned projects.

Functional Responsibility: Provides senior level support and assistance in coordination and oversight of acquisition projects and operations. Shall support business team on a full range of acquisition lifecycle activities to ensure task completeness, sound judgment and compliance. Shall possess the capability to provide an extensive variety of

acquisition and program management support services. Team Leader contributes to data gathering efforts and process mapping to help in identifying and prioritizing opportunities for improvement; supports implementation activities and interacts with government personnel to accomplish project objectives and achieve sustainable results.

Minimum Education: Bachelor's degree in related discipline.

Team Leader – Planning

Minimum/General Experience: At least five (5) years in a related field. Must be able to lead a project or subproject team to ensure successful implementation of assigned projects.

Functional Responsibility: Works with government clients to execute organization transformation focused on achieving improved results and learning and demonstrating the application of organization strategy methodologies; contributes to data gathering efforts and process mapping to help in identifying and prioritizing opportunities for improvement; supports implementation activities and interacts with government personnel to accomplish project objectives and achieve sustainable results.

Minimum Education: Bachelor's degree in related discipline

Consultant - Program Analysis

Minimum/General Experience: Five (5) years of related experience performing analytical and evaluative work associated with program activities.

Functional Responsibility: Assists government clients by performing analytical and evaluative work associated with program activities. Develops, analyzes, evaluates, advises on, or improves the effectiveness of work methods and procedures. Formulates, presents, executes, and analyzes organizational budgets. Analyzes and evaluates the effectiveness of programs or operations in meeting established goals and objectives. Also performs administrative work in one or more of the following areas: personnel management/administration, budgeting and financial management, procurement and contracting, and property management.

Minimum Education: Bachelor's degree in related discipline

Consultant – Tax Analysis

Minimum/General Experience: At least three (3) years experience in a related field and must have strong analytical, problem solving and decision-making capabilities.

Functional Responsibility: Assists government clients by supporting operational needs through financial analysis, administrative support and project reporting. Conducts tax research on current real estate tax topics and analyzes real estate transactions. Other responsibilities include assisting with audit and tax preparation schedules; providing timely reviews of project financial status and progress; assisting in accounting functions; preparing, analyzing, and reconciling project accounts and related reports; preparing project management review packages; preparing monthly financial reports.

Minimum Education: Bachelor's degree in related discipline

Consultant – Property Agreements

Minimum/General Experience: Five (5) years experience in a related field performing space planning and lease administration.

Functional Responsibility: Provides technical advice and assistance to government clients regarding requests for space and consults with users regarding the amount, type and location of the space; analyzes space inventory for utilization of existing federally owned space in satisfying requirements; assists with the acquisition of leased space and performs lease administration; assists with formulating the contracting approach that will best satisfy procurement requirements based on market analysis.

Minimum Education: Bachelor's degree in related discipline

Cost Estimator

Minimum/General Experience: Five (5) years experience in cost analysis/estimating in a related field.

Functional Responsibility: Supports the government client preparing all estimates required by project personnel and keeps records of all estimated costs and final actual costs; ensures that all budgets and change order estimates are completed and reviewed by the project manager and government specialists prior to negotiations; assists the government contract/procurement specialist in negotiations and maintains the as-built records and drawings as a project progresses.

Minimum Education: High School diploma

Appraiser

Minimum/General Experience: At least three (3) years experience assessing fair market value for owned assets and must be familiar with regulations and laws governing Federal real property valuation.

Functional Responsibility: Supports the government client by providing guidance and oversight on assessing fair market value and functional replacement value for owned assets; assists in defining requirements to ensure consistent application of valuation principles and policies; collaborates, both orally and in writing, on the development of responses to valuation issues; maintains a full working knowledge of existing national policies, laws and directives related to real estate valuation activities.

Minimum Education: Bachelor's degree in related discipline

Real Estate Consultant

Minimum/General Experience: Five (5) years of experience in the acquisition of leased space in the Federal Sector.

Functional Responsibility: Assists the government client with performing the full range of acquisition, management, and contract oversight of realty transactions. Provides technical advice and assistance regarding requests for space and consults with the user client on the amount, type and location of required space. Analyzes space inventory for utilization of existing federally owned space to satisfy requirements or acquires or oversees the acquisition of leased space. Performs lease administration and is responsible for coordinating and overseeing construction activities related to a client's initial space alterations or post-occupancy alterations.

Minimum Education: Bachelor's degree in related discipline

Project Management Consultant

Minimum/General Experience: At least seven (7) years experience being responsible for over- all project management of and successful completion of assigned projects.

Functional Responsibility: Supports the government client by coordinating project budgets, contracts and procurements; serves as the technical advisor ensuring quality assurance of assigned projects; participates in the development of technical project plans, proposals, reports, and task order administrative reporting. Other duties may encompass broad managerial responsibilities such as planning, organizing, controlling, coordinating, reviewing, and approving design, construction and related work. Position is also responsible for resolving complex problems or conflicts impeding progress and for assuring that contractors and agency staff work effectively toward timely completion of projects within an established budget.

Minimum Education: Bachelor's degree in related discipline

Electrical Engineer Consultant

Minimum/General Experience: At least three (3) years experience in the design specification, integration, installation, testing and documentation of electrical systems, circuit design, government drawing standards and practices.

Functional Responsibility: Serves as the technical advisor on electrical issues including energy efficiency, reliability and quality of service. Performs specific project design and development tasks, including drawings, calculations, cost estimates and specifications; assists the government client with preparation of technical documents such as requirements analysis, engineering plans, proposals and statements of work; performs site surveys to verify requirements and ensures electrical equipment and materials meet specifications and budgets.

Minimum Education: Bachelor's in Electrical Engineering or related discipline

Senior Architect Consultant

Minimum/General Experience: Seven (7) years experience as an Architect and proficient in Design CAD and AutoCAD 13 or 14.

Functional Responsibility: Supports the government client by preparing sets of documents for complex facilities. Responsible for all phases of project development including document planning and coordination as well as detail development, design development and preparation of project presentation drawings and other types of documents as required.

Minimum Education: Bachelor's in Architecture

Project Architect Consultant

Minimum/General Experience: Must have a minimum of Five (5) years experience in a related field and be proficient in Design CAD and Auto CAD.

Functional Responsibility: Supports the government client by acting as the professional advisory personnel assigned to task orders with the responsibility to review designs; acts as the direct advisor on the technical management of assigned task assignments; assists the client by reviewing each deliverable dealing with the various disciplines such as telecommunications, electrical design and technical requirements. Has responsibility for the architectural design, space analysis and capital improvements.

Minimum Education: Bachelor's in Architecture

Program Analyst

Minimum/General Experience: Five (5) years of experience in all phases of analysis techniques, concepts, and methods; in addition to knowledge of finance, organization, process engineering and management practices.

Functional Responsibility: Supports the government client by reviewing, analyzing, and evaluating the effectiveness of work methods & procedures; documenting requirements, defining scope and making recommendations surrounding improving processes, efficiency and practices. Analyzes and evaluates, on a quantitative or qualitative basis, the effectiveness of programs or operations in meeting established goals and objectives. Administrative work may include administrative work in one or more of these areas: personnel management/administration, budgeting and financial management, procurement and contracting and property management.

Minimum Education: Bachelor's in Business or related field

Section 3. MOBIS Rate Table

For SINs 874-1 and 874-7

Labor Category	Hourly Rates
Partner	\$284.61
Senior Executive	\$227.69
Manager I	\$199.23
Manager II	\$170.77
Manager III	\$142.31
Management Consultant	\$113.83
Team Leader – Business	\$128.53
Team Leader - Planning	\$128.53
Consultant – Program Analysis	\$101.86
Consultant – Tax Analysis	\$109.14
Consultant – Property Agreements	\$109.14
Cost Estimator	\$62.88
Appraiser	\$80.04
Real Estate Consultant	\$93.54
Project Management Consultant	\$93.54
Electrical Engineer Consultant	\$81.97
Sr. Architect Consultant	\$81.97
Project Architect Consultant	\$80.18
Program Analyst	\$67.05