

Management, Organizational and Business Improvement Services (MOBIS)
Federal Supply Group: 874
Class: R499

Contract Number: **GS-10F-0095R**

For more information on ordering from Federal Supply Schedules
click on the GSA schedules link at <http://www.gsa.gov>

Contract Period: November 16, 2009 to November 15, 2014

Contractor: Center for Strategic and International Studies, Inc
1616 Rhode Island Ave NW
Washington, DC 20036
202-775-3164 (p)
202-775-3199 (f)
www.CSIS.org

Business Size: Large, non-profit business

Contract Administrator: John J. Hamre
jhamre@csis.org

Additional point of contact:

Lisa Poole, Chief Financial Officer
202-775-3164
lpool@csis.org

CUSTOMER INFORMATION:

1a. Awarded Special Item Number(s):

Special Item Number (SIN)	Description	Pricing
874-1	Integrated Consulting Services	See "PRICING" section below, page 4

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. Descriptions of all corresponding commercial job titles with experience, functional responsibility and education are provided in "MOBIS Labor Category" section below, beginning on page 5.

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

*If the best value selection places your order over the Maximum Order, identified in this catalog/price list, 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 and Overseas

5. Point of Production: Center for Strategic and International Studies, Inc.
1616 Rhode Island Ave NW
Washington, DC 20036

6. Prices Shown Herein are Net (discount deducted)

7. Quantity Discount: None

8. Prompt Payment Terms: Net 30 Days

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

10. Foreign Items: None

11a. Time of Delivery: Center for Strategic and International Studies, Inc. shall deliver or perform services in accordance with the terms negotiated in an agency s order. Center for Strategic and International Studies, Inc. will not propose in excess of its standard commercial delivery or performance times to agencies without giving notice to the Ordering Officer of its intent to do so.

11b. Expedited Delivery: Consult with Contractor

11c. Overnight/2-Day Delivery: Consult with Contractor

11d. Urgent Requirements: Consult with Contractor

12. FOB Point: FOB Destination

13. Ordering Address: Center for Strategic and International Studies, Inc.
1616 Rhode Island Ave NW
Washington, DC 20036

14. Payment Address: Center for Strategic and International Studies, Inc.
1616 Rhode Island Ave NW
Washington, DC 20036
15. Warranty Provisions: Standard Warranty
16. Export Packing charges: Not applicable
17. Terms and conditions of Government Purchase Card Acceptance: Contact Center for Strategic and International Studies, Inc. for terms and conditions of Government Purchase Card acceptance.
18. Terms and conditions of rental, maintenance, and repair: Not applicable
19. Terms and conditions of installation: Center for Strategic and International Studies, Inc. shall deliver or perform services in accordance with the terms negotiated in an agency's order.
20. Terms and conditions of repair parts: Not applicable
21. List of service and distribution points: Not applicable
22. List of participating dealers: Not applicable
23. Preventive maintenance: Not applicable
- 24a. 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.): Not applicable.
25. DUNS Number: 602035727
26. Center for Strategic and International Studies, Inc. is registered in the Central Contract Registration (CCR) database.

PRICING FOR SINS: 874-1

LABOR CATEGORY	YEAR 6 (11/16/09- 11/15/10)	YEAR 7 (11/16/10- 11/15/11)	YEAR 8 (11/16/11- 11/15/12)	YEAR 9 (11/16/12- 11/15/13)	YEAR 10 (11/16/13- 11/15/14)
President & CEO	\$281.69	292.96	304.68	316.86	329.54
Sr. VP and Program Director	\$123.76	128.71	133.86	139.21	144.78
Sr. VP	\$123.76	128.71	133.86	139.21	144.78
VP	\$113.15	117.68	122.38	127.28	132.37
Senior Advisor	\$115.51	120.13	124.94	129.93	135.13
Program Director I	\$117.86	122.57	127.48	132.58	137.88
Program Director II	\$94.29	98.06	101.98	106.06	110.31
Program Director III	\$83.68	87.03	90.51	94.13	97.89
Program Director IV	\$55.39	57.61	59.91	62.31	64.80
Program Chair	\$91.94	95.62	99.44	103.42	107.56
Project Director	\$64.82	67.41	70.11	72.91	75.83
Deputy Director	\$49.51	51.49	53.55	55.69	57.92
Assistant Director	\$37.72	39.23	40.80	42.43	44.13
Senior Fellow I	\$102.54	106.64	110.91	115.34	119.96
Senior Fellow II	\$82.51	85.81	89.24	92.81	96.53
Senior Fellow III	\$57.76	60.07	62.47	64.97	67.57
Fellow and Deputy Director	\$61.29	63.74	66.29	68.94	71.70
Fellow	\$60.11	62.51	65.01	67.62	70.32
Program Manager	\$30.65	31.88	33.15	34.48	35.86
Program Coordinator	\$28.29	29.42	30.60	31.82	33.10
Research Associate	\$27.11	28.19	29.32	30.50	31.71
Research Assistant	\$23.57	24.51	25.49	26.51	27.57
Special Assistant	\$64.82	67.41	70.11	72.91	75.83
Administrative Assistant	\$23.57	24.51	25.49	26.51	27.57
Intern	\$8.25	8.58	8.92	9.28	9.65

MOBIS Labor Category Descriptions

SENIOR EXECUTIVE

Labor Category A-1 (President & CEO)

Experience: 20 Years

Functional Responsibilities: Responsible for the effective utilization of multiple programs' assets in conducting and reporting on a variety of public policy research issues. Provides general direction to the associated program director(s) and serves as the organization's principal point of contact with senior executives from federal, foreign, state, and local governments; commercial corporations; and private foundations. Frequently participates in program / in-process reviews with the customer and provides guidance at the highest levels of expertise.

Minimum Education: Ph.D.

Labor Category A-2 (Senior Vice President & Director)

Experience: 15 Years

Functional Responsibilities: Responsible for the effective utilization of a program's assets in conducting and reporting on a variety of public policy research issues. Provides general direction to one or more project director(s) and serves as the program's principal point of contact with all relevant internal and external points of contact to include representatives from government, corporations and foundations. Frequently participates in program and project in-process reviews with the customer and provides guidance at the highest levels of expertise.

Minimum Education: Ph.D.

Labor Category A-3 (Senior Vice President)

Experience: 15 Years

Functional Responsibilities: Responsible for the effective utilization of Center assets in conducting and reporting on a variety of public policy research issues. Provides general direction to his/her program staff and serves as the program's principal point of contact with all relevant internal and external points of contact to include representatives from government, corporations and foundations. Frequently participates in program and project

in-process reviews with the customer and provides guidance at the highest levels of expertise.

Minimum Education M.S. or M.A. Degree

Labor Category A-4 (Vice President)

Experience: 15 Years

Functional Responsibilities: Responsible for the effective utilization of a program's assets in conducting and reporting on a variety of public policy research issues. Provides general direction to one or more project director(s) and serves as the program's principal point of contact with all relevant internal and external points of contact to include representatives from government, corporations and foundations. Frequently participates in program and project in-process reviews with the customer and provides guidance at the highest levels of expertise.

Minimum Education: M.S. or M.A.

PROGRAM / PROJECT MANAGEMENT

Labor Category B-1 (Senior Adviser)

Experience: 15 Years

Functional Responsibilities: Responsible for serving as thought-leader on one or more high-level projects as directed by his/her program director. Provides senior level strategic thinking to guide the work of one or more researchers in the conduct of analyzing and reporting on a variety of public policy research issues. Provides specific direction to any associated researchers and serves as the principal point of contact with the program director as well as outside agencies during the conduct of the research. Frequently responds to requests from the Program Director for program / in-process reviews.

Minimum Education: M.A. or M.S.

Labor Category B-2 (Program Director I)

Experience: 15 Years

Functional Responsibilities: Responsible for the effective assessment of the approach taken or proposed to be utilized in executing an effort dealing with research within the program director's field of endeavor or an associated field. Works closely with subordinate Project Managers, Research Fellows and / or other researchers in ensuring that focus is maintained on problem solution and task completion. Participates in

program / in-process reviews with the customer and the work team; serves as the overall technical point of contact with the customer. Provides expert guidance at the highest intellectual levels. Ensures that all deliverable requirements to the customer are met.

Minimum Education: M.A. or M.S.

Labor Category B-3 (Program Director II)

Experience: 12 Years

Functional Responsibilities: Responsible for the effective assessment of the approach taken or proposed to be utilized in executing an effort dealing with research within the program director's field of endeavor or an associated field. Works closely with subordinate Project Managers, Research Fellows and / or other researchers in ensuring that focus is maintained on problem solution and task completion. Participates in program / in-process reviews with the customer and the work team; serves as the overall technical point of contact with the customer. Provides expert guidance at the highest intellectual levels. Ensures that all deliverable requirements to the customer are met.

Minimum Education: M.A. or M.S.

Labor Category B-4 (Program Director III)

Experience: 10 Years

Functional Responsibilities: Responsible for the effective assessment of the approach taken or proposed to be utilized in executing an effort dealing with research within the program director's field of endeavor or an associated field. Works closely with subordinate Project Managers, Research Fellows and / or other researchers in ensuring that focus is maintained on problem solution and task completion. Participates in program / in-process reviews with the customer and the work team; serves as the overall technical point of contact with the customer. Provides expert guidance at the highest intellectual levels. Ensures that all deliverable requirements to the customer are met.

Minimum Education: M.A. or M.S.

Labor Category B-5 (Program Director IV)

Experience: 8 Years

Functional Responsibilities: Responsible for the effective assessment of the approach taken or proposed to be utilized in executing an effort dealing with research within the program director's field of endeavor or an associated field. Works closely with subordinate Project Managers, Research Fellows and / or other researchers in ensuring that focus is maintained on problem solution and task completion. Participates in program / in-process reviews with the customer and the work team; serves as the overall technical point of contact with the customer. Provides expert guidance at the highest intellectual levels. Ensures that all deliverable requirements to the customer are met.

Minimum Education: M.A. or M.S.

Labor Category B-6 (Program Chair)

Experience: 25 Years

Functional Responsibilities: Responsible for the research and publication associated with that of being a generally accepted leader within the academic community. Research and publication products are considered among the most important deliverables throughout the field of the particular discipline.

Minimum Education: Ph.D.

Labor Category B-7 (Project Director)

Experience: 15 Years

Functional Responsibilities: Responsible for the effective assessment of the approach taken or proposed to be utilized in executing an effort dealing with research within the project director's field of endeavor or an associated field. Works closely with subordinate research associates and others to ensure that focus is maintained on problem solution and task completion. Participates in project / in-process reviews with the customer and the work team; serves as the overall technical point of contact with the customer. Provides expert guidance. Ensures that all deliverable requirements to the customer are met.

Minimum Education: M.A. or M.S.

Labor Category B-8 (Deputy Director)

Experience: 10 Years

Functional Responsibilities: Responsible for assisting the project director in developing an effective assessment of the approach to be taken or proposed to be utilized in executing an effort dealing with research within the deputy director's field of endeavor or an associated field. Works closely with subordinate research associates and others to

ensure that focus is maintained on problem solution and task completion. Participates in project / in-process reviews with the customer and the work team; serves as the overall technical point of contact with the customer. Provides expert guidance. Ensures that all deliverable requirements to the customer are met.

Minimum Education: M.A. or M.S.

Labor Category B-9 (Assistant Director)

Experience: 7 Years

Functional Responsibilities: Responsible for assisting the Project Director and Deputy Director in all effort dealing with research within the field of endeavor represented by the project. Works closely with subordinate research associates and others to ensure that focus is maintained on problem solution and task completion. Participates in project / in-process reviews with the customer and the work team. Assists the Project Director and Deputy Project Director by ensuring that all deliverable requirements to the customer are met.

Minimum Education: B.A. or B.S.

FELLOWS

Labor Category C-1 (Senior Fellow I)

Experience: 15 Years

Functional Responsibilities: Responsible for the effective assessment of the approach taken or proposed to be utilized in executing a research initiative. Works closely with assigned Project Managers, Research Fellows and / or other researchers in ensuring that focus is maintained on problem solution and task completion. Participates in program / in-process reviews with the Customer and the Team; serves as a senior subject matter expert with the Customer. Provides expert guidance. Participates in producing deliverable requirements to the customer.

Minimum Education: M.A. or M.S.

Labor Category C-2 (Senior Fellow II)

Experience: 10 Years

Functional Responsibilities: Responsible for the effective assessment of the approach taken or proposed to be utilized in executing a research initiative. Works closely with assigned Project Managers, Research Fellows and / or other researchers in ensuring that focus is maintained on problem solution and task completion. Participates in

program / in-process reviews with the Customer and the Team; serves as a senior subject matter expert with the Customer. Provides expert guidance. Participates in producing deliverable requirements to the customer.

Minimum Education: M.A. or M.S.

Labor Category C-3 (Senior Fellow III)

Experience: 8 Years

Functional Responsibilities: Responsible for the effective assessment of the approach taken or proposed to be utilized in executing a research initiative. Works closely with assigned Project Managers, Research Fellows and / or other researchers in ensuring that focus is maintained on problem solution and task completion. Participates in program / in-process reviews with the Customer and the Team; serves as a senior subject matter expert with the Customer. Provides expert guidance. Participates in producing deliverable requirements to the customer.

Minimum Education: M.A. or M.S.

Labor Category C-4 (Fellow & Deputy Director)

Experience: 5 Years

Functional Responsibilities: Responsible for supporting the effective assessment of the approach taken or proposed to be utilized in executing an effort dealing with his / her field of endeavor. Responsible for assisting the project director in developing an effective assessment of the approach to be taken or proposed to be utilized in executing an effort dealing with research within the deputy director's field of endeavor or an associated field. Works closely with assigned Project Managers, Research Fellows and / or other researchers in ensuring that focus is maintained on problem solution and task completion. Participates in program / in-process reviews with the Customer and the Team; serves as a subject matter expert with the Customer. Provides expert guidance. Participates in producing deliverable requirements to the customer.

Minimum Education: M.A. or M.S.

Labor Category C-5 (Fellow)

Experience: 5 Years

Functional Responsibilities: Responsible for supporting the effective assessment of the approach taken or proposed to be utilized in executing an effort dealing with his / her field of endeavor. Works closely with assigned Project Managers, Research Fellows and / or other researchers in ensuring that focus is maintained on problem solution and task completion. Participates in program / in-process reviews with the Customer and the

Team; serves as a subject matter expert with the Customer. Provides expert guidance. Participates in producing deliverable requirements to the customer.

Minimum Education: M.A. or M.S.

RESEARCH / ADMIN SUPPORT

Labor Category D-1 (Program Manager)

Experience: 3 Years

Functional Responsibilities: Responsible for supporting the effective assessment of the approach taken or proposed to be utilized in executing an effort dealing with his / her field of endeavor. Works closely with assigned Project Managers, Research Fellows and / or other researchers in ensuring that focus is maintained on problem solution and task completion. Participates in program / in-process reviews with the Customer and the Team; serves as a subject matter expert with the Customer. Participates in producing deliverable requirements to the customer.

Minimum Education: B.S. or B.A.

Labor Category D-2 (Program Coordinator)

Experience: 2 Years

Functional Responsibilities: Responsible for supporting the effective assessment of the approach taken or proposed to be utilized in executing an effort dealing with his / her field of endeavor. Works closely with the Program Manager and assigned Project Managers, Research Fellows and / or other researchers in ensuring that focus is maintained on problem solution and task completion. Participates in program / in-process reviews with the Customer and the Team. Participates in producing deliverable requirements to the customer.

Minimum Education: B.S. or B.A.

Labor Category D-3 (Research Associate)

Experience: 2 Years

Functional Responsibilities: Responsible for assisting program director and project manager in the execution of their research duties. Works closely with assigned Project Managers, Research Fellows and / or other researchers in ensuring that focus is maintained on problem solution and task completion. Monitors and prepares briefs on information regarding trends in program interest area.

Minimum Education: M.S. or M.A.

Labor Category D-4 (Research Assistant)

Experience: 1 Year

Functional Responsibilities: Responsible for assisting program director and project manager in the execution of their research duties. Works closely with assigned Project Managers, Research Fellows and / or other researchers in ensuring that focus is maintained on problem solution and task completion. Monitors and prepares briefs on information regarding trends in program interest area. Plans and supports event logistics. Maintains information files and database(s).

Minimum Education: B.S. or B.A.

Labor Category D-5 (Special Assistant)

Experience: 5 years

Functional Responsibilities: Responsible for directly assisting the principle in the execution of all aspects of their duties, particularly concentrating on the administrative, fund raising, and reporting aspects of the program directors duties. Also works with the other members of the program staff to assist in the performance of their similar duties. Plans and supports event logistics. Maintains information files and database(s).

Minimum Education: B.S. or B.A.

Labor Category D-6 (Administrative Assistant)

Experience: 1 Year

Functional Responsibilities: Responsible for directly assisting the program or project director in the execution of all aspects of their duties, particularly concentrating on the administrative, fund raising, and reporting aspects of the program directors duties. Also works with the other members of the program staff to assist in the performance of their similar duties. Plans and supports event logistics. Maintains information files and database(s).

Minimum Education: B.S. or B.A.

Labor Category D-7 (Intern)

Experience: None required.

Functional Responsibilities: Responsible for assisting program director, senior associates and others with research reports. Supports event logistics.

Minimum Education: High School Diploma with two years of college