



**GENERAL SERVICES ADMINISTRATION
Federal Supply 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 GSA *ADVANTAGE!* is <http://www.gsaadvantage.gov>

**Mission Oriented Business Integrated Services (MOBIS)
FSC 874
SINS 874-1, 874-1 RC, 874-6, 874-6 RC, 874-7, 874-7 RC
Contract Number: GS-10F-0135J**

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

**Contract period: 6/15/2014 – 6/14/2019
Schedule current though Modification PS-0021**

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Business Size: Large Business

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1a. Awarded Special Item Numbers

SIN 874-1 Integrated Consulting Services
 SIN 874-1 RC Integrated Consulting Services
 SIN 874-6 Acquisition Management Services
 SIN 874-6 RC Acquisition Management Services
 SIN 874-7 Integrated Business Program Support Services
 SIN 874-7 RC Integrated Business Program Support Services

1b. Labor Category Titles/Functional Responsibilities/Education Requirements

Labor Categories	Functional Responsibilities	Minimum Education Requirements	Minimum Experience Requirements
Business and Financial Analyst I	Support customer financial management processes, identify opportunities for improvement, ensure compliance with regulations, and provide a structured approach. Develops integrated revenue/expense analyses, projections, reports, budgets, and presentations. Performs financial forecasting and reconciliation of internal accounts.	Requires a bachelor's degree and 1 year of experience or 4 years of related experience in lieu of a degree	Requires a bachelor's degree and 1 year of experience or 4 years of related experience in lieu of a degree.
Business and Financial Analyst II	Support customer financial management processes, identify opportunities for improvement, ensure compliance with regulations, and provide a structured approach. Develops integrated revenue/expense analyses, projections, reports, budgets, and presentations. Performs financial forecasting and reconciliation of internal accounts.	Requires a bachelor's degree and 4 years of experience or 8 years of related experience in lieu of a degree	Requires a bachelor's degree and 4 years of experience or 8 years of related experience in lieu of a degree.
Business and Financial Analyst III	Support customer financial management processes, identify opportunities for improvement, ensure compliance with regulations, and provide a structured approach. Develops integrated revenue/expense	Requires a bachelor's degree and 7 years of experience or 11 years of related experience in lieu of a degree	Requires a bachelor's degree and 7 years of experience or 11 years of related experience in lieu of a degree.

	analyses, projections, reports, budgets, and presentations. Performs financial forecasting and reconciliation of internal accounts.		
Manager I	Responsible for managing Government or commercial projects, contracts, funds, and resources necessary to support MOBIS requirements.	Requires a BS/BA in computer science, business, management, or equivalent	Requires 15 years of experience, of which a minimum of 10 years must be specialized.
Manager II	Responsible for managing Government or commercial projects, contracts, funds, and resources necessary to support MOBIS requirements.	Requires a BS/BA in computer science, business, management, or equivalent	Requires 20 years of experience, of which a minimum of 15 years must be specialized.
Management Analyst I	Responsible for the design, development, implementation, and maintenance of management, information, and business systems.	Requires a BS/BA in an associated technical discipline	Requires 3 years of experience supporting operations analysis.
Management Analyst II	Responsible for the design, development, implementation, and maintenance of management, information, and business systems.	Requires a BS/BA in an associated technical discipline	Requires 6 years of experience supporting operations analysis.
Management Analyst III	Responsible for the design, development, implementation, and maintenance of management, information, and business systems. Organize and lead post-implementation analyses.	Requires a BS/BA in an associated technical discipline	Requires 10 years of experience supporting operations analysis.
Organizational Communications Specialist I	Studies employee interaction in organizations. Assists management in promoting facilitation of organizational goals through employee interaction. Provides guidelines to organizational management concerning the flow of information for meetings with all levels of employees. Makes recommendations regarding organizational culture. Studies perceptual distortions, attributional biases, and learning	Requires a bachelor's degree in area of specialty	Requires 2 years of experience in the field or in a related area.

	processes such as the behaviorist, cognitive, and social learning approaches.		
Organizational Communications Specialist II	Studies employee interaction in organizations. Assists management in promoting facilitation of organizational goals through employee interaction. Provides guidelines to organizational management concerning the flow of information for meetings with all levels of employees. Makes recommendations regarding organizational culture. Studies perceptual distortions, attributional biases, and learning processes such as the behaviorist, cognitive, and social learning approaches.	Requires a bachelor's degree in area of specialty	Requires 5 years of experience in the field or in a related area.
Consultant I	Provide executive consultation, facilitation, training, and analysis services on MOBIS-related subjects.	Requires a BS/BA in a related discipline	Requires 10 years of relevant management and organizational experience.
Consultant II	Provide executive consultation, facilitation, training, and analysis services on MOBIS-related subjects. Oversee performance, tracking, and senior level analytical assignments of consulting staff.	Requires a BS/BA in a related discipline	Requires 15 years of relevant management and organizational experience.
Consultant III	Provide executive consultation, facilitation, training, and analysis services on MOBIS-related subjects. Oversee performance, tracking, and senior level analytical assignments of consulting staff.	Requires a BS/BA in a related discipline.	Requires 18 years of relevant management and organizational experience.
Consultant IV	Provide executive consultation, facilitation, training, and analysis services on MOBIS-related subjects. Oversee performance, tracking, and senior level analytical assignments of consulting	Requires a BS/BA in a related discipline	Requires 22 years of relevant management and organizational experience.

	staff.		
Consultant V	Provide executive consultation, facilitation, training, and analysis services on MOBIS-related subjects. Oversee performance, tracking, and senior level analytical assignments of consulting staff.	Requires a BS/BA in a related discipline	Requires 26 years of relevant management and organizational experience.
Training Developer/ Instructor I	Provide objective assessment of current/future training plans based on examination of the business plan, training needs, and priorities. Direct development and restructuring of training programs.	Requires a High School Diploma and 8 years of experience OR BS/BA in a related discipline and 3 years of experience.	Requires High School Diploma and 8 years of experience OR BS/BA in a related discipline and 3 years of experience.
Training Developer/ Instructor II	Provide objective assessment of current/future training plans based on examination of the business plan, training needs, and priorities. Direct development and restructuring of training programs.	Requires a BS/BA in a related discipline	Requires 15 years of training program management experience.
Internet Systems Architect	Design, develop, implement, and maintain internet web sites and their associated support functions.	Requires a BS/BA in computer science or equivalent	Requires 7 years of experience which a minimum of 4 years must be specialized in web page design and implementation
Program Analyst I	Apply process improvement practices to reengineer management methodologies and organizational systems. Establish standards for information system procedures.	Requires a High School Diploma and 5 years of experience OR BS/BA in an associated technical discipline and 3 years of experience.	Requires High School Diploma and 5 years of experience OR BS/BA in an associated technical discipline and 3 years of experience.
Program Analyst II	Apply process improvement practices to reengineer management methodologies and organizational systems. Establish standards for information system procedures.	Requires a BS/BA in an associated technical discipline	Requires 5 years of experience.
Program Analyst III	Apply process improvement practices to reengineer management methodologies and organizational systems. Establish standards for information system	Requires a BS/BA in an associated technical discipline	Requires 10 years of experience.

	procedures.		
Facilitator I	Plan, and lead working group and team meetings to solve organizational-level issues, disputes, and disagreements. Provide solutions to management problems.	Requires a High School Diploma and 12 years of experience of which 4 years must be facilitation-related OR BS/BA in a relevant technical discipline and 10 years of experience of which 4 years must be facilitation-related.	Requires High School Diploma and 12 years of experience of which 4 years must be facilitation-related OR BS/BA in a relevant technical discipline and 10 years of experience of which 4 years must be facilitation-related.
Facilitator II	Plan and lead working group and team meetings to solve organizational-level issues, disputes, and disagreements. Provide solutions to management problems.	Requires a BS/BA in a relevant technical discipline with 15 years of experience of which a minimum of 6 years must be facilitation-related.	Requires 15 years of experience of which a minimum of 6 years must be facilitation-related.
Technical Writer/Editor	Support writing, production, and quality control required for preparation of technical documentation. Acts as liaison between customers and technical staff.	Requires a High School diploma and 7 years of experience OR BS/BA and 3 years of experience.	Requires 7 years of experience OR BS/BA and 3 years of experience.
Word Processor	Perform specialized document production tasks of non-routine nature. Assist in maintaining work schedule and quality standards.	Requires a High School diploma	Requires 2 years of experience.
Administrative Assistant	Perform administrative tasks of non-routine and non-repetitive nature. Maintain corporate data bases and file systems.	Requires a High School diploma	Requires 0 years of experience.

1c. Labor Category Pricing

Labor Categories	Option Period 4				
	Year 16	Year 17	Year 18	Year 19	Year 20
	6/15/2014	6/15/2015	6/15/2016	6/15/2017	6/15/2018
	6/14/2015	6/14/2016	6/14/2017	6/14/2018	6/14/2019
Business and Financial Analyst I	\$67.71	\$68.93	\$70.17	\$71.43	\$72.72
Business and Financial Analyst II	\$103.16	\$105.02	\$106.91	\$108.84	\$110.79
Business and Financial Analyst III	\$137.49	\$139.97	\$142.49	\$145.05	\$147.66
Manager I	\$136.38	\$138.84	\$141.34	\$143.88	\$146.47
Manager II	\$159.17	\$162.04	\$164.96	\$167.93	\$170.95
Management Analyst I	\$87.72	\$89.30	\$90.91	\$92.54	\$94.21
Management Analyst II	\$101.24	\$103.06	\$104.92	\$106.81	\$108.73
Management Analyst III	\$124.94	\$127.19	\$129.48	\$131.81	\$134.18
Organizational Communications Specialist I	\$83.18	\$83.18	\$84.68	\$86.20	\$87.75
Organizational Communications Specialist II	\$98.71	\$98.71	\$100.49	\$102.30	\$104.14
Consultant I	\$129.65	\$131.99	\$134.36	\$136.78	\$139.24
Consultant II	\$146.12	\$148.75	\$151.43	\$154.16	\$156.93
Consultant III	\$190.73	\$194.17	\$197.66	\$201.22	\$204.84
Consultant IV	\$242.50	\$246.86	\$251.31	\$255.83	\$260.43
Consultant V	\$305.11	\$310.61	\$316.20	\$321.89	\$327.68
Training Developer/ Instructor I	\$106.44	\$108.36	\$110.31	\$112.29	\$114.32
Training Developer/ Instructor II	\$130.64	\$132.99	\$135.39	\$137.82	\$140.30
Internet Systems Architect	\$111.44	\$113.45	\$115.49	\$117.57	\$119.68
Program Analyst I	\$82.63	\$84.12	\$85.63	\$87.17	\$88.74
Program Analyst II	\$107.76	\$109.69	\$111.67	\$113.68	\$115.73
Program Analyst III	\$129.01	\$131.33	\$133.70	\$136.10	\$138.55

Facilitator I	\$82.01	\$83.49	\$84.99	\$86.52	\$88.08
Facilitator II	\$107.91	\$109.85	\$111.83	\$113.84	\$115.89
Technical Writer/Editor	\$56.00	\$56.00	\$57.01	\$58.03	\$59.08
Word Processor	\$56.28	\$56.28	\$57.29	\$58.32	\$59.37
Administrative Assistant	\$40.00	\$40.72	\$41.45	\$42.20	\$42.96

SCA MATRIX		
SCA Eligible Contract Labor Category	SCA Equivalent Code - Title	WD Number
Technical Writer/Editor	30462 Technical Writer II	05-2543
Word Processor	01613 Word Processor II	05-2543
Administrative Assistant	01020 Administrative Assistant	05-2543

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the matrix. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

2. Maximum Order:

\$1,000,000

This threshold represents the point where it might be advantageous for an ordering activity to seek a price reduction from the contractor, who may:

- Offer a new lower price for this requirement (the Price Reduction clause is not applicable to orders placed over the maximum order in FAR 52.216-19, Order Limitations).
- Offer the lowest price available under the contract.
- Decline the order (orders must be returned in accordance with FAR 52.216-19).

A delivery order that exceeds the maximum order may be placed with the Contractor selected in accordance with FAR 8.404. The order will be placed under the



contract. Sales for orders that exceed the Maximum Order shall be reported in accordance with GSAR 552.238-72.

3. Minimum Order:

\$100

4. Geographic Coverage (Delivery Area):

Domestic Delivery Only

5. Points of Production:

Headquarters 8260 Greensboro Drive Suite 600 McLean, Virginia 22102 Voice: (703) 903-9777 Fax: (703) 903-9745	Norwich, Connecticut 40 Wisconsin Avenue Suite 2 Norwich, CT 06360 Voice: (860) 823-6900 Fax: (860) 823-6910	Newport, Rhode Island One Corporate Place Middletown, RI 02642 Voice: (401) 841-5470 Fax: (401) 841-8630
San Diego, California 2615 Camino del Rio South Suite 301 San Diego, CA 92108 Voice: (619) 546-0614 Fax: (619) 795-6248	Virginia Beach, Virginia 440 Viking Drive Suite 150 Virginia Beach, VA 23452 Voice: (757) 306-0607 Fax: (757) 306-0621	

6. Discount from List Prices or Statement of Net Price:

N/A

7. Quantity Discounts:

None

8. Prompt Payment Terms:

Net 30

9a. Government Purchase Cards at or under Micro-Purchase Threshold:

Accepted

9b. Government Purchase Cards above the Micro-Purchase Threshold:

Accepted

10. Foreign Items:

N/A

11a. Time of Delivery:

To be negotiated with ordering agency on each task order.

11b. Expedited Delivery:

To be negotiated with ordering agency on each task order.

11c. Overnight and Two Day Delivery:

To be negotiated with ordering agency on each task order.

11d. Urgent Requirements:

Clause I-FSS-140-B, Urgent Requirements is part of this contract. Agencies can contact the Contractor's representative for a faster delivery.

12. F.O.B. Points:

To be negotiated with ordering agency on each task order.

13a. Ordering Address:

DDL OMNI Engineering LLC
8260 Greensboro Drive, Suite 600
McLean, Virginia 22102
Attn: Nancy L. Doolin
Corporate Contracting Officer
nancy.doolin@ddlomni.com
Phone (703) 918-4335
Fax (703) 903-9745

13b. Ordering Procedures:

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) and a sample BPA can be found at the GSA/FSS Schedule Homepage www.gsa.gov.

14. Payment Addresses:

DDL Omni Engineering LLC
8260 Greensboro Drive, Suite 600
McLean, Virginia 22102

15. Warranty Provision:

N/A

16. Export Packing charges:

N/A

17. Terms and Conditions of Government Purchase Card Acceptance:

Please contact Contract Administrator for Credit Card Acceptance of Orders over the micro-purchase threshold.

18. Terms and Conditions of rental, maintenance, and repair:

N/A

19. Terms and Conditions of Installations:

N/A

20. Terms and Conditions of Repair Parts:

N/A

20a. Terms and Conditions for any other services:

N/A

21. Service and Distribution Points:

N/A

22. Participating Dealers:

N/A

23. Preventive Maintenance:

N/A

24a. Special Attributes:

N/A



24b. Section 508 Compliance:

Information in this contract is available in Electronic and Information Technology (EIT) services. The EIT standards can be found at www.section508.gov.

25. DUNS Number:

08-1093775

26. Contractor SAM Registration:

Valid

Description of SINS

SIN 874-1 RC Integrated Consulting Services

DDL OLMNI provides expert advice and assistance in support of an agency's mission-oriented business functions. Services covered by this SIN include:

- Management or strategy consulting, including research, evaluations, studies, analyses, scenarios/simulations, reports, business policy and regulation development assistance, strategy formulation, and expert witness services
- Facilitation and related decision support services
- Survey services, using a variety of methodologies, including survey planning, design, and development; survey administration; data validation and analysis; reporting, and stakeholder briefings
- Advisory and assistance services in accordance with FAR 37.203

NOTE: Consulting services where the preponderance of work is specifically covered under other GSA Schedules are not permitted under this SIN; please refer to the Scope of Work in Part I of the MOBIS solicitation for further information.

Sin 874-6 RC Acquisition Management Support

DDL OMNI provides professional support services to agencies in conducting federal acquisition management activities. Services covered by this SIN are: acquisition planning assistance, including market research and recommending procurement strategy: acquisition document development, including cost/price estimates, quality assurance surveillance plans, statements of work, synopses, solicitations, price negotiation memoranda, etc.: expert assistance in supporting proposal evaluations, including price/cost analysis or technical proposal analysis: contract administration support services, including assistance with reviewing contractor performance, developing contract modifications, and investigating reports of contract discrepancies: contract close-out assistance; Competitive Sourcing support, including OMB Circular A-76 studies, strategic sourcing studies, privatization studies, public-private partnerships, and Federal Activities Inventory Reform (FAIR) Act studies.

Inherently Governmental services as identified in [FAR 7.503](#) or by the ordering agency are prohibited under MOBIS. It is the responsibility of the Contracting Officer placing the order to make this determination. Ordering activities must require prospective

contractors identify potential conflicts of interest and address those, prior to task order award. For more information, see www.gsa.gov/mobis.

SIN 874-7 RC Integrated Business Program Support Services

DDL OMNI provides services to assist agencies in managing their mission-oriented business projects or programs and achieving mission performance goals. Services covered by this SIN include:

- All phases of program or project management, from planning to closeout
- Operational/administrative business support services in order to carry out program objectives

NOTE 1: Program support services where the preponderance of work is specifically covered under other GSA Schedules are not permitted under this SIN; please refer to the Scope of Work in Part I of the MOBIS solicitation for further information.

NOTE 2: Administrative support services are authorized under this SIN; however, they must be provided in conjunction with other professional business services covered under this Schedule and must be performed under the supervision of the contractor's Project or Program Manager. Personal services as defined in FAR are prohibited under MOBIS.

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