



General Services Administration



# Authorized Federal Supply Service Schedule Pricelist

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: **GSA Advantage.gov**.

## Multiple Award Schedule (MAS)

Pricelist Effective Modification #PA-0023 effective May 19, 2020

**Contract No.: GS-10F-0156V**

Federal Supply Group: Professional Services

Business Size: Small Business

Contract Period: April 27, 2009 to April 26, 2024

**Savan Group LLC**

Contract Administrator: Veeral Majmudar

1676 International Drive | Suite 501

McLean | VA | 22102

(o) 703.672.0010 | (f) 866.819.5191

[vmajmudar@savangroup.com](mailto:vmajmudar@savangroup.com)

For more information on ordering from Federal Supply Schedule click on the FSS Schedules button at [fss.gsa.gov](http://fss.gsa.gov).

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## I. Savan Group Corporate Overview

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Savan Group is management, IT, and digital transformation consulting firm. We are the trusted partner for public sector clients to support them in solving their most critical management and operational challenges, helping them achieve sustainable success that is uniquely tailored to each client environment. Our mission is to deliver consulting deserving of our clients, and our service delivery approach relies on being process-oriented, fact-based, and big-picture attentive.

### Service Lines

#### Management Consulting

We combine a big-picture understanding of our client's mission with a pragmatic approach to enable change across all levels of the organization. We do this through a blend of rigorous analysis, proven frameworks, lessons learned, and best practices. We offer several specific management consulting services:

- Strategy & Implementation
- Change Management
- Project Management Support
- Enterprise Risk Management
- Workforce Planning
- Policy & Rulemaking Support

#### Information Technology

We leverage IT to improve and accelerate core processes and optimize business performance. Our team uses extensive knowledge and experience in IT with our traditional strengths in strategy, organization, and operations. There are several distinctives we offer as a part of our IT services:

- IT Management
- IT Governance & SDLC
- Enterprise Architecture
- CIO Advisory
- Capital & Budgetary Planning
- Records & Information Management
- Controlled Unclassified Information
- Rulemaking/Drafting Assistance
- Public Comment Analysis and Response Support

#### Digital Transformation

We provide clients with a process-oriented approach to using the data they have to highlight which digital strategy their organization should take or identifying the data-points that will be a catalyst to take their organization to the next level. We want to be there through every step of the process. Our digital transformation services include the following:

- Digital Strategy
- Advanced Analytics
- Data Visualization
- Intelligent Automation

**For more information, please contact Veeral Majmudar, President and CEO, at (703) 672-0010 or [vmajmudar@savangroup.com](mailto:vmajmudar@savangroup.com).**

## II. Customer Information

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

SIN 541611: Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services.

Provide operating advice and assistance on administrative and management issues. Examples include: strategic and organizational planning, business process improvement, acquisition and grants management support, facilitation, surveys, assessment and improvement of financial management systems, financial reporting and analysis, due diligence in validating an agency's portfolio of assets and related support services, strategic financial planning, financial policy formulation and development, special cost studies, actuarial services, economic and regulatory analysis, benchmarking and program metrics, and business program and project management.

Inherently Governmental services as identified in FAR 7.503 or by the ordering agency are prohibited. It is the responsibility of the Contracting Officer placing the order to make this determination. Ordering activities must require prospective contractors to identify potential conflicts of interest and address those, prior to task order award.

Personal services as defined in FAR 37.104 are prohibited.

SIN OLM: Order-Level Materials (OLMs) are supplies and/or services acquired in direct support of an individual or delivery order placed against a Federal Supply Schedule (FSS) contract or FSS blanket purchase agreement (BPA). OLMs are not defined, priced, or awarded at the FSS contract level. They are unknown before a task or delivery order is placed against the FSS contract or FSS BPA. OLMs are only authorized for inclusion at the order level under a Time-and-Materials (T&M) or Labor-Hour (LH) Contract Line Item Number (CLIN) and are subject to a Not To Exceed (NTE) ceiling price. OLMs include direct materials, subcontracts for supplies and incidental services for which there is not a labor category specified in the FSS contract, other direct costs (separate from those under ODC SINs), and indirect costs. OLMs are purchased under the authority of the FSS Program and are not "open market items."

Items awarded under ancillary supplies/services or other direct cost (ODC) SINs are not OLMs. These items are defined, priced, and awarded at the FSS contract level, whereas OLMs are unknown before an order is placed. Ancillary supplies/services and ODC SINs are for use under all order type CLINs (Fixed- Price (FP), T&M, and LH), whereas the Order-Level Materials SIN is only authorized for use under T&M and LH order CLINs.

The Order-Level Materials SIN is only authorized for use in direct support of another awarded SIN. Price analysis for OLMs is not conducted when awarding the FSS contract or FSS BPA; therefore, GSAR 538.270 and 538.271 do not apply to OLMs. OLMs are defined and priced at the ordering activity level in accordance with GSAR clause 552.238-82 Special Ordering Procedures for the Acquisition of Order-Level Materials. Prices for items provided under the Order-Level Materials SIN must be inclusive of the Industrial Funding Fee (IFF). The cumulative value of OLMs in an individual task or delivery order cannot exceed 33.33% of the total value of the order.

The Maximum Order Threshold for the OLM SINs is \$100,000.

SIN OLM/00CORP-500RC: Integrated Consulting Services. Contractor shall provide expert advice, assistance, guidance, or counseling in support of agencies' mission-oriented business functions. This may

include studies, analyses and reports documenting any proposed developmental, consultative or implementation efforts.

Examples of consultation include but are not limited to: high performance work; process and productivity improvement; systems alignment; leadership systems; organizational assessments; cycle time performance measures and indicators; program audits; evaluations; and customized training.

1b.

Table 1: Savan Group Item Descriptions and Awarded Prices

SINS Service	Labor Category	Minimum Education	Minimum Years of Experience	GSA Price (Including IFF)
541611	Partner	B.S./B.A.	10 Years	\$181.85
541611	Associate	B.S./B.A.	4 Years	\$143.57
541611	Senior Consultant	B.S./B.A.	3 Years	\$114.86
541611	Consultant	B.S./B.A.	2 Years	\$95.71
541611	Analyst	B.S./B.A.	0 Years	\$76.57
541611	Documentation Specialist	B.S./B.A.	5 Years	\$108.30
541611	Senior Records Manager	B.S./B.A.	5 Years	\$88.53
541611	Records Task Manager	A.A.	3 Years	\$78.48
541611	Senior Records Clerk	H.S.D.	3 Years	\$53.12
541611	Records Clerk	H.S.D.	2 Years	\$44.03
541611	Project Manager	B.S./B.A.	4 Years	\$114.72
541611	Program Manager	M.S., M.B.A., M.P.P.	10 Years	\$145.29
541611	Engineer Task Manager	B.S./B.A.	10 Years	\$115.57
541611	Engineer Field Auditor	B.S./B.A.	3 Years	\$95.47

1c. Labor Category Descriptions

The following experience substitution criteria in lieu of education requirements as listed below:

Table 2: Education Requirements and Substitutions

Education Requirement	Substitutions of Equivalent Experience
<b>Bachelor's Degree</b>	High school diploma + 4 years additional relevant experience OR Associate degree + 2 years additional relevant experience
<b>Master's Degree</b>	High school diploma + 6 years additional relevant experience OR Bachelor's degree + 2 years additional relevant experience
<b>PhD</b>	High school diploma + 10 years additional relevant experience OR Bachelor's degree + 8 years additional relevant experience OR Master's degree + 4 years additional relevant experience

Table 3: Savan Group Labor Category Descriptions

Labor Category	Descriptions
<b>Partner</b>	Executive level manager with extensive knowledge in designated field or discipline. Provides insight and advice concerning task or project strategic direction and outcomes. May contribute to the evaluation, analysis, and development of recommended solutions. Resolves complex problems, which require an in-depth knowledge of subject matter related to the designated field or discipline. Requires minimum Bachelor's Degree and 10 years' experience.
<b>Associate</b>	Senior level manager with extensive, enterprise-wide knowledge and experience in one or more designated functional and/or domain areas. Provides insight and advice concerning strategic direction and applicability of up to date, industry standard solutions. Is responsible for providing high level vision to program/project manager or senior client leadership to influence objectives of complex efforts. Requires minimum Bachelor's Degree and 4 years' experience.
<b>Senior Consultant</b>	Possess demonstrated knowledge, experience, and ability in the development of solutions, recommendations, or outcomes across multiple complex tasks and/or organizations. Evaluates option in the context of project objectives and contributes to the implementation of strategic direction. Supports project objectives through activities such as conducting interviews, gathering data, and developing recommendations in support of project objectives. Requires minimum Bachelor's Degree and 3 years' experience.
<b>Consultant</b>	Possesses demonstrated knowledge and experience applying analytic methodologies and principles to address client needs. Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Conducts activities in support of project team's objectives. Works closely with Consultants, Task Leads, or Project Manager. Requires minimum Bachelor's Degree and 2 years' experience.
<b>Analyst</b>	Possesses knowledge, some experience, and capabilities in the development of solutions, recommendations, or outcomes across multiple tasks and/or organizations. Supports the development of solutions to address organization's challenges. Supports project objectives and helps assess the impact of industry trends, policy, or standard methodologies. Requires minimum Bachelor's Degree.
<b>Documentation Specialist</b>	Supports the development and alteration of business practices in conjunction with the creation of an information technology (IT) system. Gather, analyze, and compose functional and technical information. Conduct research and ensures the use of proper technical terminology. Translate technical information into clear, readable documents to be used by technical and non-technical personnel. Maintain a current internal documentation library. Provide or coordinate special documentation services as required. Competent to work at the highest level of all phases of documentation. May act as project leader for large jobs. Requires minimum Bachelor's Degree and 5 years' experience. Associate's degree +8 years relevant experience may be substituted for education/experience requirement.
<b>Senior Records Manager</b>	Provides records management policy expertise and/or leads or participates in large records management tasks which are complex and require extensive experience. Apply disposition authorities to records and prepare records for transfer. Supervise other records staff and coordinate tasks with project leadership. Perform duties of all supervised staff as needed. Requires

	minimum Bachelor's Degree, professional certification, and 5 years' experience.
<b>Records Task Manager</b>	Responsible for the day to day management of a functional records management project. Apply disposition authorities to records and prepare records for transfer. Supervise records staff and coordinate tasks with ORMP Project Manager and Savan Group Project Manager. Prepare statistical and written reports to track progress of project and brief ORMP on progress as needed. Perform duties of all supervised staff as needed. Requires minimum Associate's Degree and 3 years' experience.
<b>Senior Records Clerk</b>	Supports ongoing records management tasks which require significant industry or institutional experience. Apply disposition authorities to records and prepare records for transfer. Supervise records staff as required. Remove records from staff offices and place records in boxes. Prepare preliminary box list. Conduct a box by box review to verify contents and required information against label. Separate classified material and mark as classified. Arrange files within each box and clean them, removing all bindings. Create folder title list for each box and prep them for transport. Carry out additional duties as assigned. Requires minimum High School Degree and 3 years' experience.
<b>Records Clerk</b>	Supports ongoing records management tasks which do not require significant experience. Remove records from staff offices and place records in boxes. Prepare preliminary box list. Conduct a box by box review to verify contents and required information against label. Separate classified material and mark as classified. Arrange files within each box and clean them, removing all bindings. Create folder title list for each box and prep them for transport. Carry out additional duties as assigned. Requires minimum High School Degree and 2 years' experience.
<b>Project Manager</b>	Leads project communication and manages records management personnel and project schedule for a project of 2 or more practitioners. Responsible for contract management and program oversight, including risk and quality management. Develop project reports, invoices, and other documents. Requires minimum Bachelor's Degree and 4 years' experience.
<b>Program Manager</b>	Performs day-to-day management of operations for a project of 10 or more practitioners or multiple projects and groups of personnel at multiple locations. Organize, direct, and coordinate the planning and production of all contract support activities. Demonstrate written and oral communication skills. Establish and alter (as necessary) corporate management structure to direct effective contract support activities. Requires minimum Master's Degree, professional certification, and 10 years' experience. Bachelor's degree +12 years' relevant experience and professional certification may be substituted for education/experience requirement.
<b>Engineer Task Manager</b>	Performs day-to-day management of operations for a project of limited complexity. Execute project activities and make changes to project plans. Responsibilities include scope definition and management and planning of design integration and evaluation. Provide leadership, direction, and vision in support and deployment of programs. Assume responsibility and works autonomously in a professional manner. Assume management responsibilities if required. Requires minimum Bachelor's Degree and 10 years' experience.
<b>Engineer Field Auditor</b>	Performs field inspections of physical facilities requiring knowledge of structural engineering or other technical expertise. Responsibilities include

planning and execution of key project activities. Requires minimum Bachelor's Degree and 3 years' experience.

2. Maximum order. \$1,000,000.00
3. Minimum order. \$100
4. Geographic coverage (delivery area). 50 states; District of Columbia; Puerto Rico
5. Point(s) of production (city, county, and State or foreign country). Not applicable.
6. Discount from list prices or statement of net price: Government Net Prices (discounts already deducted.)
7. Quantity discounts. Not applicable.
8. Prompt payment terms. ½% 20 days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.
- 9a. Government purchase cards are accepted at or below the micro-purchase threshold.
- 9b. Government purchase cards are accepted above the micro-purchase threshold.
10. Foreign items (list items by country of origin). Not applicable.
- 11a. Time of delivery. As negotiated with ordering activity.
- 11b. Expedited Delivery. As negotiated with ordering activity.
- 11c. Overnight and 2-day delivery. Not applicable.
- 11d. Urgent Requirements. The Contractor will note in its price list the "Urgent Requirements" clause of its contract and advise agencies that they can also contact the Contractor's representative to effect faster delivery.
12. F.O.B. point(s). Destination.
- 13a. Ordering address. 1676 International Dr Ste 501, McLean, VA 22101-4847
- 13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.
14. Payment address. 1676 International Drive Ste 501, McLean, VA 22102-4847
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). Contact Contractor.
18. Terms and conditions of rental, maintenance, and repair (if applicable). Not applicable.
19. Terms and conditions of installation (if applicable). Not applicable.
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). Not applicable.
- 20a. 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/](http://www.Section508.gov/). Not applicable.
25. Data Universal Number System (DUNS) number. 788059488
26. Notification regarding registration in System for Award Management (SAM) database. Registered

The Service Contract Labor Standards (SCLS) is applicable to this contract as it applies to the entire Multiple Award 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 WD number. Failure to do so may result in cancellation of the contract.

### III. **Ordering**

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The point of contact is Veeral Majmudar, President. If additional information is needed, please contact him at 703.855.6319 or [vmajmudar@savangroup.com](mailto:vmajmudar@savangroup.com).

Savan Group, LLC  
1676 International Drive, Suite 501  
McLean VA, 22102  
(P) 703-672-0010 (F) 866-819-5191  
[www.savangroup.com](http://www.savangroup.com)

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Business Size: Small Business  
Classification: Minority Owned, Disadvantaged  
MAS Schedule No.: GS-10F-0156V (formerly PSS)