

**General Services Administration
Federal Supply Service
Authorized GSA Federal Supply Schedule Price List
Industrial Group 874, Industrial Class R499**

**Mission Oriented Business Integrated Services
(MOBIS)**

Special Item Numbers (SINs):

874-1 Integrated Consulting Services

874-4 Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration, Learning Management, Internships.

874-6 Acquisition Management Support

874-7 Integrated Business Program Support Services

Contract No: GS-10F-0157U
Contract Option Period: March 7, 2008 – March 6, 2018



**Triumph Enterprises, Inc.
8000 Westpark Drive, Suite 600
McLean, VA 22102
703-485-0191
Fax: 571-432-0559
www.triumph-enterprises.com**



*On-line access to contracting ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through **GSA Advantage!**, a menu-driven database system. The INTERNET address for GSA Advantage! is: <http://www.gsa.gov>.*

Customer Information

- 1a. **Awarded Special Item Numbers:**
 - SIN 874-1 – Integrated Consulting Services
 - SIN 874-1RC - Integrated Consulting Services
 - SIN 874-4 – Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration, Learning Management, Internships.
 - SIN 874-4RC – Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration, Learning Management, Internships.
 - SIN 874-6 -Acquisition Management Support
 - SIN 874-6RC - Acquisition Management Support
 - SIN 874-7 - Integrated Business Program Support Services
 - SIN 874-7RC – Integrated Business Program Support Services

- 1b. **Prices:** Hourly rates for all offered labor categories are on Page 3.

- 2. **Maximum Order:** \$1,000,000.00.

- 3. **Minimum Order:** \$100.00.

- 4. **Geographic Coverage:** Domestic Only

- 5. **Points of Production:** 8000 Westpark Drive, Suite 600, McLean, VA 22102

- 6. **List Price Discounts:** The prices contained herein are fully discounted

- 7. **Quantity Discounts:** None

- 8. **Prompt Payment Terms:** Net 30 Days

- 9a. **Government Credit Card below micro-purchase threshold:** Accepted

- 9b. **Government Credit Card above Micro-purchase threshold:** Accepted

- 10. **Foreign Items:** None

- 11a. **Time of Delivery:** To be specified by Task Order

- 11b. **Expedited Delivery:** Short-lead time start-ups are available on a case-by-case basis

- 11c. **Urgent Requirements:** Urgent requirements are supported on a case-by-case basis

- 12. **F.O.B. Point:** Destination



- 13. Ordering Address:** Fax: 571-432-0559
- Mailed Orders: Triumph Enterprises, Inc.
8000 Westpark Drive, Suite 600,
McLean, VA 22102
- 13b. Ordering Procedures:** 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:** Triumph Enterprises, Inc.
8000 Westpark Drive, Suite 600,
McLean, VA 22102
- 15. Warranty Provisions:** Triumph Enterprises guarantees the satisfactory completion of all services performed under this contract, and shall exercise sufficient diligence to ensure the technical correctness and accuracy of the services provided. Triumph Enterprises shall perform, at its sole expense, any services which are determined by the Government to be deficient, to ensure the satisfactory completion of such services.
- 16. Export Packing Charges** NOT APPLICABLE
- 17 through 24:** NOT APPLICABLE
- 25. Data Universal Numbering System (DUNS):** 167251011
- 26. SAM Registration:** Triumph Enterprises, Inc. has registered with the SAM database.

MOBIS

MOBIS is an acronym for Mission Oriented Business Integrated Services. It is a competitively awarded Federal Supply Service Multiple Award Schedule contract. The purpose of the contract is to provide Federal Agencies and State and Local Governments with access to carefully qualified contractors who can assist them in improving the way they manage their responsibilities; their structure; and the Business Processes they utilize to accomplish their missions.

Hourly Rates

SINs 874-1, 874-1RC, 874-6, 874-6RC, 874-7 and 874-7RC

Labor Category	3/7/2013 - 3/6/2014	3/7/2014 - 3/6/2015	3/7/2015 - 3/6/2016	3/7/2016 - 3/6/2017	3/7/2017 - 3/6/2018
Subject Matter Expert – Sr.	\$152.89	\$155.95	\$159.07	\$162.25	\$165.49
Subject Matter Expert - Mid	\$132.16	\$134.80	\$137.50	\$140.25	\$143.05
Program Director	\$181.31	\$184.94	\$188.64	\$192.41	\$196.26
Project Director	\$154.53	\$157.62	\$160.77	\$163.98	\$167.26
Program Manager	\$111.22	\$113.45	\$115.72	\$118.03	\$120.39
Sr. Program Analyst	\$86.51	\$88.24	\$90.01	\$91.81	\$93.64
Project Coordinator	\$77.25	\$78.80	\$80.37	\$81.98	\$83.62
Analyst	\$48.98	\$49.96	\$50.96	\$51.98	\$53.02
Jr. Program Analyst	\$42.92	\$43.78	\$44.65	\$45.54	\$46.45

Hourly Rates

SINs 874-4 and 874-4RC

Labor Category	3/7/2013 - 3/6/2014	3/7/2014 - 3/6/2015	3/7/2015 - 3/6/2016	3/7/2016 - 3/6/2017	3/7/2017 - 3/6/2018
Training Instructor/Writer II	\$60.49	\$60.49	\$61.70	\$62.93	\$64.19
Training Instructor/Writer III	\$71.76	\$71.76	\$73.20	\$74.66	\$76.16
Lead Training Instructor/Writer	\$91.25	\$91.25	\$93.07	\$94.93	\$96.83
Instructional Specialist/Training Developer I	\$73.20	\$73.20	\$74.66	\$76.15	\$77.68
Instructional Specialist/Training Developer II	\$74.06	\$74.06	\$75.54	\$77.05	\$78.59
Senior Instructional Designer	\$122.98	\$122.98	\$125.44	\$127.95	\$130.51
Mid-Level Instructional Designer	\$80.96	\$80.96	\$82.58	\$84.23	\$85.91
Graphics Artist	\$75.83	\$75.83	\$77.35	\$78.90	\$80.47
Multimedia Developer	\$94.32	\$94.32	\$96.20	\$98.13	\$100.09

The Service Contract Act (SCA) is applicable to this contract as it applies to the entire 874: 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 CRF 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.

Labor Category Descriptions

SINs 874-1, 874-1RC, 874-6, 874-6RC, 874-7 and 874-7RC

Program Manager Labor Categories

Functional Responsibilities: Responsible for managing contract and task order operations. Ensures quality standards and work performance on all task orders and projects. Plans, organizes, and oversees work efforts; assigns resources; supervises personnel; provides risk management; and monitors overall project and contract performance. Provides management and technical guidance to the project team in the accomplishment of work efforts. Serves as the primary interface with the customer. Demonstrates skills in the scope of work encompassed by the contract and task orders.

Specialized Experience: Specialized program management experience includes: concurrent management of multiple projects with total responsibility for contract/task order cost, schedule, and technical performance and project teams.

Program Director

Minimum Experience: 14 years general experience, 2 years of which must be specialized program management experience.

Minimum Education: Bachelor's Degree

Project Director

Minimum Experience: 12 years general experience, 2 years of which must be specialized program management experience.

Minimum Education: Bachelor's Degree

Program Manager

Minimum Experience: 8 years general experience, 2 years of which must be specialized program management experience.

Minimum Education: Bachelor's Degree

Subject Matter Expert Labor Categories

Functional Responsibilities: Plans, directs, conducts, and/or participates in the technical work associated with one or more task orders within the relevant subject matter domain of the project. Provides expertise in the areas of analysis, design, development, and implementation of management, organizational, and business improvement processes, methodologies, systems, and technologies. Applies the methods, tools, and techniques that are appropriate for the work requirements. Assures that the technical quality of work products meet quality standards. Makes substantial contributions to product content. Works with minimal supervision and has substantial latitude for unsupervised decision and action. Assignments are broad in nature requiring originality and initiative.

Specialized Experience: Analysis, design, development, and implementation of management, organizational, and business improvement processes, methodologies, systems, and technologies.

Subject Matter Expert – Sr.

Minimum Experience: 12 years general experience or 4 years of specialized experience.

Minimum Education: Bachelor's Degree

Subject Matter Expert - Mid

Minimum Experience: 10 years general experience or 3 years of specialized experience.

Minimum Education: Bachelor's Degree

Program Analyst Labor Categories

Functional Responsibilities: Provides expertise by applying advanced and comprehensive knowledge of theoretical concepts, principles and practices in a specific professional, scientific or technical discipline. Support, conducts and directs complex projects of critical importance to the organization involving the origination and application of new and unique approaches. Evaluates progress and results, and recommends change in procedures.

Specialized Experience: Analysis, design, development, and implementation of management, organizational, and business improvement processes, methodologies, systems, and technologies. Data entry, graphics, proof reading, editing, word processing, clerical, filing, typing, organizing, word processing, meeting scheduling/facilitation, and/or general administrative support assistance. Must also have experience with standard office software packages (e.g., MS Word, MS Excel, MS Powerpoint, Visio).

Sr. Program Analyst

Minimum Experience: 10 years of specialized project support experience.

Minimum Education: High school diploma

Analyst

Minimum Experience: 4 years of specialized project support experience.

Minimum Education: High school diploma

Jr. Program Analyst

Minimum Experience: 2 years of specialized project support experience.

Minimum Education: High school diploma

Project Support Labor Categories

Functional Responsibilities: Supports project team(s) in administrative activities associated with contract and task order work performance. Assists with the preparation of plans, reports, contract deliverables, and correspondence. Schedules and coordinates meetings, conferences, presentations, demonstrations, and travel. Generally works under immediate supervision on routine tasks.

Specialized Experience: Data entry, graphics, proof reading, editing, word processing, clerical, filing, typing, organizing, word processing, meeting scheduling/facilitation, and/or general administrative support assistance. Must also have experience with standard office software packages (e.g., MS Word, MS Excel, MS Powerpoint, Visio).

Project Coordinator

Minimum Experience: 6 years of specialized project support experience.

Minimum Education: High school diploma

EDUCATION/EXPERIENCE EQUIVALENTS:

1. A Master's degree may be substituted for two years of general experience.
2. A doctoral degree may be substituted for an additional two years of general experience.
3. For all categories requiring a degree, one additional year of experience may be substituted for each year of college not attended (Bachelor's degree plus two additional years of experience is the equivalent of Master's degree, High School diploma plus four additional years of experience is the equivalent of Bachelor's degree).
4. Additional experience to be substituted for education must also be specialized experience defined for the labor category.
5. A High School G.E.D. may be substituted for a High School Diploma for the Project Support labor categories.

Labor Category Descriptions

SINs 874-4 and 874-4RC

Training Instructor/Writer II

Functional Responsibilities: Delivers instruction to target audience using a variety of modalities (paper-based, individual coaching, lecture, etc). Provides feedback as to effectiveness and user-friendliness of materials developed by instructional designers. Has practical familiarity with instructional design methodology.

Minimum Experience: 2 years general experience

Minimum Education: Bachelor's Degree

Training Instructor/Writer III

Functional Responsibilities: With a wide range of knowledge develops and presents complex training programs for customers. Tests trainees to measure their learning progress and to evaluate effectiveness of training presentations. Conducts training programs on complex topics and designs and develops training program elements/modules. Provides guidance and direction to less experienced trainers utilizing areas of expertise and training skills.

Minimum Experience: 6 years general experience

Minimum Education: Bachelor's Degree

Lead Training Instructor/Writer

Functional Responsibilities: Develops, oversees work of more junior trainers and presents complex training programs for customers. Conducts training programs on all topics. Formulates training policies and schedules. Utilizes knowledge of identified training needs, company production processes, business systems or changes in products, procedures or services. Oversees and reviews the development of teaching aids including training manuals, demonstration models, reference materials and visual aids. Provides guidance and direction to less experienced trainers utilizing strong technical and training skills.

Minimum Experience: 8 years general experience, 2 of which must be specialized

Minimum Education: Bachelor's Degree

Instructional Specialist/Training Developer I

Functional Responsibilities: Uses the Systems Approach to Training to integrate concepts, strategies, and guidelines for all new and existing courses and identifies instructional needs and constraints within available resources. Also uses the Systems Approach to Training to analyze job and task requirements in order to design and develop full-length courses and training including programs of instruction, lesson plans, tests, student and instructor training materials, evaluation metrics, training products, instructional multimedia training, course resourcing data and course maps. Reviews the development of teaching aids including training manuals, demonstration models, reference materials and visual aids. Provides guidance and direction to less experienced trainers utilizing strong technical and training skills.

Minimum Experience: 5 years general experience

Minimum Education: Bachelor's Degree

Instructional Specialist/Training Developer II

Functional Responsibilities: Uses the Systems Approach to Training to integrate concepts, strategies, and guidelines for all new and existing courses and identifies instructional needs and constraints within available resources. Also uses the Systems Approach to Training to analyze job and task requirements in order to design and develop full-length courses and training including programs of instruction, lesson plans, tests, student and instructor training materials, evaluation metrics, training products, instructional multimedia training, course resourcing data and course maps. Reviews the development of teaching aids including training manuals, demonstration models, reference materials and visual aids. Provides guidance and direction to less experienced trainers utilizing strong technical and training skills.

Minimum Experience: 8 years general experience, 2 of which must be specialized

Minimum Education: Bachelor's Degree

Senior Instructional Designer

Functional Responsibilities: Develops training solutions using the ISD methodology. Conducts analysis: needs analysis, job/task analysis, front-end analysis. Develops design plans for paper, video, CBT, and WBT that include developing learning objectives, determining functionality and navigation strategies, documenting minimum technical specifications (user and client), determining learning strategies and content flow, determining testing/evaluation requirements and interactivity, and planning the interface functionality. Develops instructor and participant guides, scripts, and storyboards to include content and theme, defines all media elements (graphics, animations, video, audio), and explains programming requirements. Writes narration scripts and plans music/sound effects. Confers with SMEs.

Minimum Experience: 8 years general experience, 6 of which must be specialized

Minimum Education: Bachelor's Degree

Mid-Level Instructional Designer

Functional Responsibilities: Applies ISD techniques and methodologies to client organization requirements, typically as part of an interdisciplinary task team. Confers, as necessary and appropriate, with client stakeholders. Develops storyboards to include content and theme, defines all media elements (graphics, animations, video, audio), and explains programming requirements. Writes narration scripts and use of audio/sound or music effects.

Minimum Experience: 6 years general experience, 4 of which must be specialized

Minimum Education: Bachelor's Degree

Graphics Artist

Functional Responsibilities: Renders, revises, and finalizes graphic sketches, designs, animation, and copy layouts for multimedia and print content. Determines size and arrangement of illustrative material and copy, selects style and size of type, and arranges layout based upon available space, knowledge of layout principles, and visual design principles.

Minimum Experience: 4 years specialized experience

Minimum Education: Bachelor's Degree

Multimedia Developer

Functional Responsibilities: Utilizes best practices and design methods to ensure the success of the project. Designs, develops, tests, and delivers web sites. Enhances and resolves defects on an ongoing basis. Provides multimedia expertise and support in the development of instructional content, tools, and courses. Demonstrates experience with graphics and interface design, multimedia programming, animations design and development, video editing, and audio production and recording for the development of educational training materials, documents, and presentations. Requires experience in graphics, audio, video, layout, scripting, programming, as well as development involving compatibility and seamless integration with various technologies.

Minimum Experience: 4 years specialized experience

Minimum Education: Bachelor's Degree

EDUCATION/EXPERIENCE EQUIVALENTS:

1. A Master's degree may be substituted for two years of general experience.
2. A doctoral degree may be substituted for an additional two years of general experience.
3. For all categories requiring a degree, one additional year of experience may be substituted for each year of college not attended (Bachelor's degree plus two additional years of experience is the equivalent of Master's degree, High School diploma plus four additional years of experience is the equivalent of Bachelor's degree).
4. Additional experience to be substituted for education must also be specialized experience defined for the labor category.
5. A High School G.E.D. may be substituted for a High School Diploma for the Project Support labor categories.

Contacts

Ordering Assistance: GSA Client Solutions
8000 Westpark Drive, Suite 600,
McLean, VA 22102
703-563-4402
gsaclientsolutions@triumph-enterprises.com

Ordering Procedures

Master these tips and techniques! The changes made to the Schedules program have impacted your ability to buy commercial services and products. Schedule contracts are attractive for Federal buyers because Federal regulations have been rewritten, shifting from rigid regulations to guiding principles. The result has been that Federal buyers can now make sound business decisions in much the same manner as their industry counterparts.

Ordering agencies also make selections based on best value. This allows the discussion between you and the supplier to focus on the business aspects of the transaction, rather than on the contracting process itself.

You can now access Federal Supply Schedule contract award information on line at <http://www.fss.gsa.gov/schedules/>, and then click on **Schedules E-Library**