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 for GSA Advantage®® is: GSAAdvantage.gov.

MULTIPLE AWARD SCHEDULE
Category Attachment Code: H
Title: Professional Services
H01. Business Administrative Services Subcategory
   FSC/PSC Code: R408
H10. Training Subcategory
   FSC/PSC Code: R704; U006

Category Attachment Code: G
Title: Miscellaneous
G06. Complimentary SINs Subcategory
   FSC/PSC Code: 0000

Contract Number GS-10F-0164V
Period Covered by Contract: May 4, 2014 through May 3, 2024
Catalog current through modification number PA-0034, effective August 4, 2022

Harkcon, Inc.
1140 International Parkway Ste B
Fredericksburg, VA 22406-1126
Toll Free: (800) 499-6456 - Ext. 104
Fax: 888-568-8595
www.harkcon.com

Contract Administration Source: John Knox
   Toll Free: (800) 499-6456
   Email: jknox@harkcon.com

Small Business
Veteran Owned Business
Service Disabled Veteran Owned Business

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.
CUSTOMER INFORMATION

1a. Table of Awarded Special Item Numbers: See Labor Descriptions and Pricing pages 5-8.
   SIN 541611: Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
   SIN 611430: Professional and Management Development Training
   SIN 611512: Flight Training
   SIN OLM; OLM STLOC: Order-Level Materials

1b. Identification of Lowest Unit Price: Labor Category: Analyst 2 GSA Rate $62.91/Hr.

1c. Harkcon, Inc. is offering labor categories at hourly rates. Labor category descriptions included on pages 5-8.

2. Maximum order:
   SIN 541611: $1,000,000.00
   SIN 611430: $1,000,000.00
   SIN 611512: $1,000,000.00
   OLM; OLM STLOC: $250,000.00

3. Minimum order: $300.00

4. Geographic coverage: Domestic

5. Point(s) of production (city, county, and state, or foreign country): Not applicable

6. Discount from list prices or statement of net prices: See pricelist on page 8.

7. Quantity Discounts: None

8. Prompt payment terms: Net 30 days
   Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. Foreign items: Not applicable

10a. Time of Delivery: To be negotiated at the task order level

10b. Expedited delivery: To be negotiated at the task order level

10c. Overnight and 2-day delivery: Contact Contractor

10d. Urgent Requirements: Contact Contractor
11. F.O.B. point(s): Destination

12a. Ordering Address:
Harkcon, Inc.
1140 International Parkway Ste B
Fredericksburg, VA 22406-1126

12b. 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.

13. Payment address:
1140 International Parkway Ste B
Fredericksburg, VA 22406-1126

14. Warranty Provision: Not applicable

15. Export packing charges: Not applicable

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

17. Terms and conditions of installation: Not applicable

18a. Terms and conditions of repair parts: Not applicable

18b. Terms and conditions for any other services:
The contractor shall not be liable for any injury to Government personnel or damage to Government property arising from the use of equipment maintained by the Contractor, unless the injury or damage is due to the fault or negligence of the Contractor.

19. List of services and distribution points: Not applicable

20. List of participating dealers: Not applicable

21. Preventive maintenance: Not applicable

22a. Special attributes such as environmental attributes: Not applicable

22b. Section 508 Compliance: Not applicable

23. Unique Entity Identifier (UEI) Number: T3GVAM6E2XD9

24. Notification regarding registration in System for Award Management database:
Registered
<table>
<thead>
<tr>
<th>Title</th>
<th>Education*</th>
<th>Experience</th>
<th>Description</th>
<th>Certifications</th>
<th>SIN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Analyst 2</td>
<td>Four-year degree from an accredited college/university or equivalent experience.</td>
<td>3+ years of experience in business / management / performance consulting, process improvement, strategy, financial management, or a related field. Possession of an advanced degree may be substituted for one year of experience. Possession of a professional certification (e.g., CPT Six Sigma Green/Black Belt) may also be substituted for one year of experience.</td>
<td>Performs needs, functional, logical, lifecycle, and technical assessments and analyses; feasibility studies; cost-benefit studies; briefings and presentations; report writing; and post-implementation evaluations for projects.</td>
<td>None</td>
<td>541611; 611430</td>
</tr>
<tr>
<td>Analyst 3</td>
<td>Four-year degree from an accredited college/university or equivalent experience.</td>
<td>4+ years of experience in business / management / performance consulting, process improvement, strategy, financial management, or a related field. Possession of an advanced degree may be substituted for one year of experience. Possession of a professional certification (e.g., CPT Six Sigma Green/Black Belt) may also be substituted for one year of experience.</td>
<td>Performs needs, functional, logical, lifecycle, and technical assessments and analyses; feasibility studies; cost-benefit studies; briefings and presentations; report writing; and post-implementation evaluations for projects.</td>
<td>None</td>
<td>541611; 611430</td>
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<tr>
<td>Analyst 4</td>
<td>Bachelor’s Degree or Equivalent Experience</td>
<td>5+ years</td>
<td>Performs needs, functional, logical, lifecycle, and technical assessments and analyses; feasibility studies; cost-benefit studies; briefings and presentations; report writing; and post-implementation evaluations for projects.</td>
<td>None</td>
<td>541611; 611430</td>
</tr>
<tr>
<td>Managing Instructional Technologist</td>
<td>Master’s Degree or Equivalent Experience</td>
<td>7+ years</td>
<td>Top-level technical expert in Instructional Technology. Acts independently under general direction. Provides technical leadership on complex projects. Plans, develops, and organizes training solutions and programs. Analyzes training needs and prepares special courses and related manuals. Normally conducts training and development classes and assists in developing criteria to measure effectiveness of classes. Reviews and recommends new and evolving research, methods, and techniques related to training and developing business systems to meet program requirements.</td>
<td>None</td>
<td>541611; 611430; 611512</td>
</tr>
<tr>
<td><strong>Labor Categories</strong></td>
<td><strong>Education</strong></td>
<td><strong>Experience</strong></td>
<td><strong>Description</strong></td>
<td><strong>Certifications</strong></td>
<td><strong>SIN</strong></td>
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<tr>
<td><strong>Principal BPR Specialist</strong></td>
<td>Master’s Degree or Equivalent Experience</td>
<td>10+ years</td>
<td>Manages and conducts major business reengineering projects, including strategic plan development and implementation, and training program development and implementation. Identifies and defines gaps; and recommends and utilizes necessary methodology and resources to develop/integrate solutions, including identification and mitigation of change management issues.</td>
<td>None</td>
<td>541611; 611430; 611512</td>
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<tr>
<td><strong>Project Manager 2</strong></td>
<td>Four-year degree from an accredited college/university.</td>
<td>Five or more years of experience in business/management/performance consulting, process improvement, strategy, financial management, or a related field. Possession of an advanced degree may be substituted for one year of experience. Possession of a professional certification (e.g., CPT, PMP, Six Sigma Green/Black Belt) may also be substituted for one year of experience.</td>
<td>Leads and directs project personnel including, but not limited to, Team Lead(s) and Team Member(s). Manages the project schedule, budget, cost and risk management, and delivery of the project. Applies experience in process analysis and redesign, financial management, performance measurement and management, strategy, risk management, organization design/workforce planning or a related functional business field; interfaces with the client on project-related issues.</td>
<td>None</td>
<td>541611; 611430</td>
</tr>
<tr>
<td><strong>Project Manager 3</strong></td>
<td>Four-year degree from an accredited college/university.</td>
<td>7+ years of experience in business / management / performance consulting, process improvement, strategy, financial management, or a related field. Possession of an advanced degree may be substituted for one year of experience. Possession of a professional certification (e.g., CPT, PMP, Six Sigma Green/Black Belt) may also be substituted for one year of experience.</td>
<td>Leads and directs project personnel including, but not limited to, Team Lead(s) and Team Member(s). Manages the project schedule, budget, cost and risk management, and delivery of the project. Applies experience in process analysis and redesign, financial management, performance measurement and management, strategy, risk management, organization design/workforce planning or a related functional business field; interfaces with the client on project-related issues.</td>
<td>None</td>
<td>541611; 611430</td>
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<tr>
<td><strong>Project</strong></td>
<td>Four-year degree from an accredited college/university.</td>
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<tr>
<td>Labor Categories</td>
<td>Experience</td>
<td>Description</td>
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<td><strong>Manager 4</strong></td>
<td>10+ years of experience in business / management /performance consulting, process improvement, strategy, financial management, or a related field. Possession of an advanced degree may be substituted for one year of experience. Possession of a professional certification (e.g., CPT, PMP, Six Sigma Green/Black Belt) may also be substituted for one year of experience.</td>
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<tr>
<td><strong>Description</strong></td>
<td>Leads and directs project personnel including, but not limited to, Team Lead(s) and Team Member(s). Manages the project schedule, budget, cost and risk management, and delivery of the project. Applies experience in process analysis and redesign, financial management, performance measurement and management, strategy, risk management, organization design/workforce planning or a related functional business field; interfaces with the client on project-related issues.</td>
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<tr>
<td><strong>Certifications</strong></td>
<td>None</td>
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<tr>
<td><strong>SIN</strong></td>
<td>541611; 611430</td>
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<tr>
<td><strong>Senior Instructional Technologist</strong></td>
<td>Bachelor’s Degree or Equivalent Experience</td>
<td>Plans, develops, and organizes training programs. Analyzes training needs and prepares special courses and related manuals. Normally conducts training and development classes and assists in developing criteria to measure the effectiveness of classes. Reviews and recommends new and evolving research, methods, and techniques related to training and developing business systems to meet program requirements.</td>
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<tr>
<td><strong>Certifications</strong></td>
<td>None</td>
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<tr>
<td><strong>SIN</strong></td>
<td>541611; 611430; 611512</td>
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<tr>
<td><strong>Subject Matter Expert</strong></td>
<td>PhD or Equivalent Specialty/Technical Experience</td>
<td>Performs as a consultant in a highly specialized functional business or technical area. Provides specific technical and/or functional business guidance, reflecting detailed, expert knowledge of a specific area or function. Develops benchmarks. Performs analyses and studies. Develops reports and makes presentations to management/client representatives.</td>
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<tr>
<td><strong>Certifications</strong></td>
<td>None</td>
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<tr>
<td><strong>SIN</strong></td>
<td>541611; 611430</td>
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<tr>
<td><strong>Maritime Trainer Subject Matter Expert</strong></td>
<td>Bachelor’s Degree of Equivalent Experience</td>
<td>Performs as a maritime trainer/subject matter expert with an emphasis in small boat and law enforcement operations. Provides specific technical and/or functional maritime operations advice and support, reflecting detailed, expert knowledge in maritime operations.</td>
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<tr>
<td><strong>Certifications</strong></td>
<td>None</td>
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<tr>
<td><strong>SIN</strong></td>
<td>611430</td>
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</tbody>
</table>

*Degrees may be in any field that prepares the employee for performing the work specified. Applicable degrees may fall into any technical, business or related field.*
Substitution Policy: Experience may be substituted for education as follows:
- MA/MS Degree with two additional years of experience, may substitute for a PhD,
- BA/BS Degree with four additional years of experience, may substitute for a PhD,
- BA/BS Degree with two additional years of experience, may substitute for a MA/MS Degree
- High School Diploma with four additional years of experience, may substitute for a BA/BS Degree.

GSA Pricelist

<table>
<thead>
<tr>
<th>SIN</th>
<th>Labor Category</th>
<th>GSA Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>541611; 611430</td>
<td>Analyst 2</td>
<td>$62.91</td>
</tr>
<tr>
<td>541611; 611430</td>
<td>Analyst 3</td>
<td>$81.84</td>
</tr>
<tr>
<td>541611; 611430</td>
<td>Analyst 4</td>
<td>$97.51</td>
</tr>
<tr>
<td>541611; 611430; 611512</td>
<td>Managing Instruction Technologist</td>
<td>$116.40</td>
</tr>
<tr>
<td>541611; 611430; 611512</td>
<td>Principal BPR Specialist</td>
<td>$131.07</td>
</tr>
<tr>
<td>541611; 611430</td>
<td>Project Manager 2</td>
<td>$116.22</td>
</tr>
<tr>
<td>541611; 611430</td>
<td>Project Manager 3</td>
<td>$128.36</td>
</tr>
<tr>
<td>541611; 611430</td>
<td>Project Manager 4</td>
<td>$144.24</td>
</tr>
<tr>
<td>541611; 611430; 611512</td>
<td>Senior Instructional Technologist</td>
<td>$84.82</td>
</tr>
<tr>
<td>541611; 611430</td>
<td>Subject Matter Expert</td>
<td>$193.31</td>
</tr>
<tr>
<td>611430</td>
<td>Maritime Trainer Subject Matter Expert</td>
<td>$105.28</td>
</tr>
</tbody>
</table>

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