



ALFONSO & ASSOCIATES

**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: GSAAvantage.gov.

**Professional Services Schedule (PSS)
Industrial Group: 00CORP Class: R499**

Contract Number: GS-10F-0183X

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

Contract Period: 04/04/2011 through 04/03/2021

**Contractor: Alfonso & Associates Consulting, Inc.
7925 Jones Branch Dr. Suite 5300
Tysons Corner, VA 22102-3372**

Business Size: Small, Disadvantaged, 8(a) Business

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Contract Administration: Jose L. Alfonso**

Price List current through Modification #PS-0012 Effective December 28, 2015

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CUSTOMER INFORMATION:

- 1a. Table of Awarded Special Item Number(s) numbers:**
 - 874-1 Integrated Consulting Services
 - 874-7 Integrated Business Program Support Services
- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. Prices shown in price list are net, all discounts deducted.**
- 1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item. See Page 7**
- 2. Maximum Order: \$1,000,000**
- 3. Minimum Order: 100**
- 4. Geographic Coverage (delivery Area): Domestic and Overseas**
- 5. Point(s) of production (city, county, and state or foreign country): Same as company address**
- 6. Discount from list prices or statement of net price: Government net prices (discounts already deducted). See Price List.**
- 7. Quantity discounts: None Offered**
- 8. Prompt payment terms: Net 30 days**
- 9a. Notification that Government purchase cards are accepted below the micro-purchase threshold: Yes**
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: Purchase cards are accept over the micro-purchase threshold**
- 10. Foreign items (list items by country of origin): None**
- 11a. Time of Delivery (Contractor insert number of days): Specified on the Task Order**
- 11b. Expedited Delivery. The Contractor will insert the sentence "Items available for expedited delivery are noted in this price list." under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor**



- 11c. Overnight and 2-day delivery.** The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor
- 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 a faster delivery: Contact Contractor
- 12. F.O.B Points(s):** Destination
- 13a. Ordering Address(es):** Same as Contractor
- 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(es):** Same as company address
- 15. Warranty provision.:** Contractor’s standard commercial warranty.
- 16. Export Packing Charges (if applicable):** N/A
- 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):** N/A
- 19. Terms and conditions of installation (if applicable):** N/A
- 20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A
- 20a. Terms and conditions for any other services (if applicable):** N/A
- 21. List of service and distribution points (if applicable):** N/A
- 22. List of participating dealers (if applicable):** N/A
- 23. Preventive maintenance (if applicable):** N/A
- 24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** N/A
- 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/.**



25. Data Universal Numbering System (DUNS) number: 61-0537420

26. Notification regarding registration in Central Contractor Registration (CCR) database: Registered



GSA Prices

SIN 874-1 Integrated Consulting Services SIN 874-7 Integrated Business Program Support Services

Labor Category	Current through 4/4/2016	4/4/2016-4/3/2017	4/4/2017-4/3/2018	4/4/2018-4/3/2019	4/4/2019-4/3/2020	4/4/2020-4/3/2021
Executive Consultant	\$185.88	\$189.78	\$193.77	\$197.84	\$201.99	\$206.23
Principal Consultant	\$150.72	\$153.89	\$157.12	\$160.42	\$163.78	\$167.22
Program Manager	\$112.18	\$114.54	\$116.94	\$119.40	\$121.90	\$124.46
Project Manager	\$104.18	\$106.37	\$108.60	\$110.88	\$113.21	\$115.59
Project Manager II	\$185.36	\$185.36	\$189.25	\$193.23	\$197.28	\$201.43
Associate Consultant	\$98.78	\$100.85	\$102.97	\$105.13	\$107.34	\$109.60
Senior Program Analyst	\$87.80	\$89.64	\$91.53	\$93.45	\$95.41	\$97.41
Project Analyst	\$62.30	\$63.61	\$64.94	\$66.31	\$67.70	\$69.12
Senior Budget Analyst	\$87.13	\$88.96	\$90.83	\$92.74	\$94.68	\$96.67
Staff Consultant	\$42.21	\$43.10	\$44.00	\$44.93	\$45.87	\$46.83
Subject Matter Expert	\$192.03	\$192.03	\$196.06	\$200.18	\$204.38	\$208.68
Management Analyst - Junior	\$71.60	\$71.60	\$73.10	\$74.64	\$76.21	\$77.81
Management Analyst - Middle	\$99.69	\$99.69	\$101.78	\$103.92	\$106.10	\$108.33
Management Analyst - Senior	\$112.32	\$112.32	\$114.68	\$117.09	\$119.55	\$122.06
Program Analyst - Senior	\$112.97	\$112.97	\$115.34	\$117.76	\$120.24	\$122.76
Project Control Planner	\$121.71	\$121.71	\$124.27	\$126.88	\$129.54	\$132.26
Project Control Planner - Senior Assistant	\$112.97	\$112.97	\$115.34	\$117.76	\$120.24	\$122.76
Financial Manager - Senior	\$125.12	\$125.12	\$127.75	\$130.43	\$133.17	\$135.97
Project Principal	\$204.63	\$204.63	\$208.93	\$213.31	\$217.79	\$222.37

The Service Contract Act (SCA) is applicable to this contract and as it applies to the entire Professional Services 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 29CFR 5413.300), 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 applicable wage determination (WD) number. Failure to do so may result in cancellation of the contract.



LABOR CATEGORY DESCRIPTIONS

SIN 874-1 Integrated Consulting Services

SIN 874-7 Integrated Business Program Support Services

EXECUTIVE CONSULTANT

Functional Duties: Oversees negotiation of delivery/task orders and design phases of project tasks. Plans and organizes resources to accomplish analytical tasks. Provides expert technical and managerial guidance and direction for problem definition, analysis, requirements development, and implementation of complex projects and programs

Experience: 10 years of experience providing executive-level consulting.

Minimum Education: Masters of Science or Masters of Art degree

PRINCIPAL CONSULTANT

Functional Duties: Directs the performance of or provides technical expertise to a variety of related projects which may be organized by technology, program or client. Oversees the technology development and/or application, marketing, and resource allocation within program client base. Responsible for the effective management of funds and personnel, and is accountable for the quality and timely delivery of contractual items.

Experience: 8 years of relevant experience

Minimum Education: Masters of Science or Masters of Art degree

PROGRAM MANAGER

Functional Duties: Manages substantial contract support operations involving multiple projects. Organizes, directs, and coordinates planning and production of all contract support activities. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel, and communicating policies, purposes and goals of the organization to subordinate personnel. Responsible for overall contract performance.

Experience: 8 years of experience providing program management support

Minimum Education: Bachelors of Art or Bachelors of Science degree

PROJECT MANAGER

Functional Duties: Plans and directs a project or a group of related tasks. Also assists the Program manager in working with the client agency management and/or representatives. Under the guidance of the Program Manager, is responsible for the overall management of specific task Orders and ensures that the technical solutions and the schedules in the Task Order are implemented in a timely manner.

Experience: 4 years of experience providing project or program management support

Minimum Education: Bachelors of Science or Bachelors of Art degree



PROJECT MANAGER II

Functional Duties: Provides planning, direction, coordination and oversight functions of a project to ensure contract performance requirements and objectives are accomplished. Directs activities of personnel and/or subcontractors and is responsible for budget, schedule, quality and performance standards. Issues work orders, subcontractor agreements, and controls expenditures. Performs day-to-day management of contract support operations, possibly involving multiple tasks and groups of personnel at multiple locations, on a single project. Demonstrates skills in the scope of work encompassed by the task order; provides technical guidance to the project team in performance of the work, and reviews the quality of all work products. Organizes, directs, and coordinates the planning and production of all contract support activities. Responsible for staffing, project planning, project financials, and staff direction and oversight. Assists the Program Manager as required in managing contract performance.

Experience: 8 years

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

ASSOCIATE CONSULTANT

Functional Duties: Provides technical, managerial, and administrative support for problem definition, analysis, requirements development, and project implementation. Participates in the planning, organization, and performance of work associated with one or more subtasks within the relevant subject matter domain of the project and the consultant's practice area. Under the technical guidance and expertise of practice area consultants and project management staff, contributes substantially to the performance of project activities and the preparation of work products. Ensures that products meet quality standards. Assists in planning work efforts, ensuring that schedules and budgets are appropriate for accomplishment of project objectives. Works as part of project team, with technical and managerial guidance provided.

Experience: 2 years of general experience

Minimum Education: Bachelors of Science or Bachelors of Art degree

SENIOR PROGRAM ANALYST

Functional Duties: Performs high-level analytical/operation analyses for any section of management, organization, and business improvement services. Provides special functional or technical expertise in general management, organization, and business improvement services. Provides additional forms of knowledge transfer as required. Works independently or under the general guidance of the Consultant. Provides daily supervision and direction of the Project Analyst and Analyst.

Experience: 5 years of relevant experience

Minimum Education: Bachelors of Science or Bachelors of Art degree

PROJECT ANALYST

Functional Duties: Performs entry and mid-level analytical/operation analyses for any section of management, organization, and business improvement services. Provides



special functional or technical expertise in general management, organization, and business improvement services. Works independently or under the general guidance of Senior Analyst.

Experience: 3 years of relevant experience

Minimum Education: Bachelors of Science or Bachelors of Art degree

SENIOR BUDGET ANALYST

Functional Duties: Provides project input relating to business, finance and accounting, such as analytical support, project control, finance, process, accounting, contracts, cost estimation, security, project planning and scheduling.

Experience: 5 years of relevant experience

Minimum Education: Bachelors of Science or Bachelors of Art degree

STAFF CONSULTANT

Functional Duties: Provides administrative-type support to technical and management-level personnel. This includes, but is not limited to, documentation planning and support, project administration, program management support, event planning and administration, May perform other duties as assigned.

Experience: 2 years of general experience

Minimum Education: High School Diploma

SUBJECT MATTER EXPERT

Functional Duties: Provides insight and counsel concerning strategy and applicability of industry best practices and solutions. Is responsible for providing high level advice to program/project manager or senior client leadership to recommend goals for complex efforts that lead to positive outcomes for the client. The Subject Matter Expert is primarily utilized on projects where their specific expertise supports the development of value enhancing methods for solving current and/or future challenges.

Experience: 12 years

Minimum Education: Bachelor's Degree

MANAGEMENT ANALYST - JUNIOR

Functional Duties: Demonstrates knowledge and capabilities in the development of solutions, recommendations, or outcomes across multiple tasks and/or organizations. Contributes to the development of solutions to address organization's challenges. Supports project objectives and helps assess the impact of industry trends, policy, or standard methodologies. Conducts activities in support of project team's objectives. Works closely with senior Management Analysts or Project Managers.

Experience: 2 years

Minimum Education: Bachelor's Degree



MANAGEMENT ANALYST - MIDDLE

Functional Duties: 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. Directs the activities of Management Analysts or other staff as necessary.

Experience: 5 years

Minimum Education: Bachelor's Degree

MANAGEMENT ANALYST - SENIOR

Functional Duties: Senior expert that possesses demonstrated knowledge, extensive experience in the development of solutions, recommendations, or outcomes across multiple complex tasks in multiple organizations. Defines project objectives and strategic direction. Is responsible for providing leadership and vision to client and project teams and serves as a key facilitator between multiple teams to achieve objectives of complex efforts. Directs the activities of more junior staff as necessary.

Experience: 9 years

Minimum Education: Bachelor's Degree

PROGRAM ANALYST - SENIOR

Functional Duties: Senior expert with extensive knowledge and experience developing and applying analytic methodologies and principles, and is recognized as a leader within management consulting functions. Leads the application of analytic techniques and helps define project objectives and strategic direction. Is responsible for providing leadership and vision to client and project teams around the methodology. Resolves complex problems, which require an in-depth knowledge of analytic methodologies and principles. Directs the activities of more junior Analysts or other staff as necessary on activities related to the application of analytical techniques and methodologies.

Experience: 9 years

Minimum Education: Bachelor's Degree

PROJECT CONTROL PLANNER

Functional Duties: Develops a roadmap for the proper execution of projects. Establishes and achieves clearly defined project milestones and maintaining clear lines of communication, which provides required oversight and improving team effort. Schedules "work breakdown structure", allowing team members to understand complex projects in terms of simple achievable tasks, and assigning these tasks to the relevant personnel and establishing the time, money and other resource constraints for each task.

Experience: 6 years

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



PROJECT CONTROL PLANNER - SENIOR ASSISTANT

Functional Duties: Works with the Project Control Planner to develop a roadmap for the proper execution of projects. Establishes and achieves clearly defined project milestones and maintaining clear lines of communication, which provides required oversight and improving team effort. Schedules "work breakdown structure", allowing team members to understand complex projects in terms of simple achievable tasks, and assigning these tasks to the relevant personnel and establishing the time, money and other resource constraints for each task.

Experience: 4 years

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

FINANCIAL MANAGER -SENIOR

Functional Duties: Serves as a leader ensuring that a group of financial management professionals are working in concert with complex business practices within the time frame specified by the customer and that all of the requirements are met. Assesses products and procedures for compliance with government standards, accounting principles, and multi-tiered system application standards. Grasps interrelationships between financial management requirements and automated solutions, considering the existing system environment and the potential integration of added systems concurrently or later. Prepares all milestone documentation and presentations for senior managers, colleagues, and subordinates.

Experience: 5 years

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

PROJECT PRINCIPAL

Functional Duties: Performs all functions identified by contract specifications and plans, directs and controls projects to ensure compliance with contract requirements. Develops work schedules; hires and monitors employees and subcontractors; troubleshoots; develops estimating and bidding schedules; and performs scheduled and unscheduled quality control inspections. Enforces safety program requirements, maintains an effective cost control system, and interfaces with project personnel.

Experience: 10 years

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

SUBSTITUTION CRITERIA

Bachelor's Degree: High School Diploma plus four (4) years of relevant work experience

Master's Degree: Bachelor's degree plus two (2) years of relevant work experience

Doctorate of Philosophy (PhD): Master's degree plus four (4) years of relevant work experience

