General Services Administration  
Federal Supply Service  
Authorized Federal Supply Schedule Price List  
Multiple Award Schedule (MAS)  
Federal Supply Group: Professional Services Class: R499

**Contract Number:** GS-10F-0183X  
**Contract Period:** April 04, 2011 to April 03, 2026  
Alfonso & Associates Consulting, Inc.  
7925 Jones Branch Dr. Suite 5300  
Tysons Corner, VA 22102-3372  
703-639-0668 Phone  
703-462-9333 Fax  
[www.alfonsoassociates.net](http://www.alfonsoassociates.net)

**Point of Contact:**  
Jose Alfonso  
[j.alfonso@alfonsoassociates.net](mailto:j.alfonso@alfonsoassociates.net)

**Business Size:** Small Disadvantaged Business / Woman-Owned Small Business  
Active Top-Secret Facility Security Clearance

Price List Current through Modification # PO-0035 Effective February 18, 2021

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 [https://www.gsaadvantage.gov](https://www.gsaadvantage.gov)

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov
1a. - Table of Awarded Special Item Number (s)

<table>
<thead>
<tr>
<th>Special Item Number (s)</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SIN 541330ENG</td>
<td>Engineering Services</td>
</tr>
<tr>
<td>SIN 541611</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
</tr>
<tr>
<td>OLM</td>
<td>Order-Level Materials</td>
</tr>
</tbody>
</table>

1b. Identification of the lower priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar value, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price and cite the areas of which the prices apply. See page 5.

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 6.

2. **Maximum Order Amount**: $1,000,000

3. **Minimum order**: $100.00


5. **Point(s) of production** (city, county, and State or foreign country): N/A

6. **Discount from list prices or statement of net price**: Prices shown are NET prices; Basic discounts have been deducted

7. **Quantity discounts**: None Offered
8. **Prompt payment terms**: Payment terms are Net 30 days. Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. **Foreign items** (list items by country of origin): N/A

10a. **Time of delivery**: Negotiated on a task order basis.

10b. **Expedited Delivery**: Contact Contractor’s Representative.

10c. **Overnight and 2-day delivery**: As Agreed Upon between Agency and Contractor.

10d. **Urgent Requirements**: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery.

11. **F.O.B. terms**: Destination.

12a. **Ordering address**:
Alfonso & Associates Consulting, Inc.
7925 Jones Branch Drive, Suite 5300
Tysons Corner, Virginia 22102 - 3372

Bank account information for ACH or EFT payments will be shown on the invoice.

12b. **Ordering procedures**: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. **Payment address**:
Alfonso & Associates Consulting, Inc.
7925 Jones Branch Drive, Suite 5300
Tysons Corner, Virginia 22102 - 3372

14. **Warranty provision**: Contractor’s Standard Warranty.

15. **Export packing charges**, if applicable: N/A

16. **Terms and conditions of rental, maintenance, and repair** (if applicable): N/A

17. **Terms and conditions of installation** (if applicable): N/A
18a. **Terms and conditions of repair parts** indicating date of parts price lists and any discounts from list prices (if applicable): N/A

18b. **Terms and conditions for any other services** (if applicable): N/A

19. **List of service and distribution points** (if applicable): N/A

20. **List of participating dealers** (if applicable): N/A

21. **Preventive maintenance** (if applicable): N/A

22a. **Special attributes such as environmental attributes** (e.g., recycled content, energy efficiency, and/or reduced pollutants): N/A

22b. **Section 508 Compliance**: N/A

23. **Data Universal Number System (DUNS)**: 61-0537420

24. **SAM Registration**: Alfonso & Associates Consulting, Inc. is registered in the SAM Database.

**Blanket Purchase Agreements (BPAs)**

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

### HOURLY LABOR RATES FOR ALL SPECIAL ITEM NUMBERS

| SIN 541330ENG | Engineering Services |
| SIN 541611 | Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services |
| OLM | Order-Level Materials |
|----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Executive Consultant       | $206.23             | $210.57             | $214.99             | $219.50             | $224.11             | $228.82             |
| Principal Consultant       | $167.22             | $170.74             | $174.32             | $177.98             | $181.72             | $185.54             |
| Program Manager            | $124.46             | $127.08             | $129.75             | $132.47             | $135.25             | $138.09             |
| Project Manager            | $115.59             | $118.02             | $120.49             | $123.02             | $125.61             | $128.25             |
| Associate Consultant       | $109.60             | $111.90             | $114.25             | $116.65             | $119.10             | $121.60             |
| Senior Program Analyst     | $97.41              | $99.46              | $101.55             | $103.68             | $105.86             | $108.08             |
| Project Analyst            | $69.12              | $70.57              | $72.06              | $73.57              | $75.11              | $76.69              |
| Senior Budget Analyst      | $96.67              | $98.70              | $100.77             | $102.89             | $105.05             | $107.26             |
| Staff Consultant           | $46.83              | $47.82              | $48.82              | $49.84              | $50.89              | $51.96              |
| Subject Matter Expert      | $208.68             | $213.06             | $217.53             | $222.10             | $226.76             | $231.53             |
| Management Analyst - Junior| $77.81              | $79.44              | $81.11              | $82.81              | $84.55              | $86.33              |
| Management Analyst - Middle| $108.33             | $110.61             | $112.93             | $115.30             | $117.72             | $120.19             |
| Management Analyst - Senior| $122.06             | $124.62             | $127.24             | $129.91             | $132.64             | $135.42             |
| Program Analyst - Senior   | $122.76             | $125.34             | $127.97             | $130.66             | $133.40             | $136.21             |
| Project Control Planner    | $132.26             | $135.04             | $137.87             | $140.77             | $143.72             | $146.74             |
| Project Control Planner - Senior Assistant | $122.76 | $125.34 | $127.97 | $130.66 | $133.40 | $136.21 |
| Financial Manager - Senior | $135.97             | $138.82             | $141.74             | $144.71             | $147.75             | $150.85             |
| Project Principal          | $222.37             | $227.04             | $231.81             | $236.67             | $241.64             | $246.72             |
| Project Manager II         | $201.43             | $205.66             | $209.98             | $214.39             | $218.89             | $223.48             |
LABOR CATEGORY DESCRIPTIONS

Alfonso Applies an Experience Equivalency:

<table>
<thead>
<tr>
<th>DEGREE</th>
<th>BACHELOR’S DEGREE</th>
<th>MASTER’S DEGREE</th>
<th>DOCTORATE OF PHILOSOPHY (PhD)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Years of Experience</td>
<td>High School and 4 years of experience</td>
<td>Bachelor’s degree plus two (2) years or relevant work experience</td>
<td>Master’s degree plus four (4) years of relevant work experience</td>
</tr>
</tbody>
</table>

EXECUTIVE CONSULTANT

Functional Responsibility:
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

Minimum Education: Masters of Science or Masters of Art Degree

Minimum Experience: 10 years of experience providing executive-level consulting.
## PRINCIPAL CONSULTANT

**Functional Responsibility:**
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.

**Minimum Education:** Masters of Science or Masters of Art Degree

**Minimum Experience:** 8 years of relevant experience.

## PROGRAM MANAGER

**Functional Responsibility:**
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.

**Minimum Education:** Bachelors of Art or Bachelors of Science Degree

**Minimum Experience (required skills):** 8 years of experience providing program management support.
PROJECT MANAGER

Functional Responsibility:
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.

Minimum Education:  Bachelors of Science or Bachelors of Art Degree

Minimum Experience (required skills):  4 years of experience providing project or program management support

PROJECT MANAGER II

Functional Responsibility:
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.

Minimum Education:  Bachelors of Science or Bachelors of Art Degree

Minimum Experience (required skills):  8 years of experience.
### ASSOCIATE CONSULTANT

**Functional Responsibility:**

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.

**Minimum Education:** Bachelors of Science or Bachelors of Art Degree

**Minimum Experience:** 2 years of general experience.

### SENIOR PROGRAM ANALYST

**Functional Responsibility:**

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.

**Minimum Education:** Bachelors of Science or Bachelors of Art Degree

**Minimum Experience (required skills):** 5 years of relevant experience.
### PROJECT ANALYST

**Functional Responsibility:**
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.

<table>
<thead>
<tr>
<th>Minimum Education:</th>
<th>Bachelors of Science or Bachelors of Art Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Experience:</td>
<td>5 years of relevant experience</td>
</tr>
</tbody>
</table>

### SENIOR BUDGET ANALYST

**Functional Responsibility:**
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.

<table>
<thead>
<tr>
<th>Minimum Education:</th>
<th>Bachelors of Science or Bachelors of Art Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Experience:</td>
<td>5 years of relevant experience</td>
</tr>
</tbody>
</table>
### STAFF CONSULTANT

**Functional Responsibility:**
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.

<table>
<thead>
<tr>
<th>Minimum Education:</th>
<th>High School Diploma</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Experience:</td>
<td>2 years of general experience</td>
</tr>
</tbody>
</table>

### SUBJECT MATTER EXPERT

**Functional Responsibility:**
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.

<table>
<thead>
<tr>
<th>Minimum Education:</th>
<th>Bachelors Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Experience (required skills):</td>
<td>Twelve years of experience</td>
</tr>
</tbody>
</table>
# MANAGEMENT ANALYST - JUNIOR

**Functional Responsibility:**  
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.

**Minimum Education:** Bachelors Degree.

**Minimum Experience (required skills):** 2 years of experience.

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# MANAGEMENT ANALYST - MIDDLE

**Functional Responsibility:**  
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.

**Minimum Education:** Bachelors Degree.

**Minimum Experience (required skills):** 5 years of experience.
MANAGEMENT ANALYST - SENIOR

Functional Responsibility:
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.

Minimum Education: Bachelors Degree

Minimum Experience (required skills): 9 years of experience.

PROGRAM ANALYST - SENIOR

Functional Responsibility:
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.

Minimum Education: Bachelor’s Degree

Minimum Experience (required skills): 9 years of experience.
### PROJECT CONTROL PLANNER

**Functional Responsibility:**
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.

**Minimum Education:**  Bachelors of Arts or Bachelors of Science Degree

**Minimum Experience (required skills):** 6 years of experience.

### PROJECT CONTROL PLANNER – SENIOR ASSISTANT

**Functional Responsibility:**
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.

**Minimum Education:**  Bachelors of Arts or Bachelors of Science Degree

**Minimum Experience (required skills):** 4 years of experience.
# FINANCIAL MANAGER - SENIOR

**Functional Responsibility:**
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.

<table>
<thead>
<tr>
<th>Minimum Education:</th>
<th>Bachelors of Arts or Bachelors of Science Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Experience (required skills):</td>
<td>5 years of experience.</td>
</tr>
</tbody>
</table>

# PROJECT PRINCIPAL

**Functional Responsibility:**
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.

<table>
<thead>
<tr>
<th>Minimum Education:</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Minimum Experience (required skills):</td>
<td>10 years of experience.</td>
</tr>
</tbody>
</table>
**Service Contract Labor Standards:** 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 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.