U.S. General Services Administration
Federal Supply Services
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. To Order, go to GSA Advantage! at:
http://www.GSAAdvantage.gov

The Professional Services Schedule (PSS)
Federal Supply Schedule Industrial Group 00CORP

Contract Number: GS-10F-0186J
Contract Period: August 1, 1999 – July 31, 2019

The Federal Market Group, Ltd.
7708 Castlebury Court
Warrenton, VA 20186

POC: Deana M. Travis, VP
Phone: (540) 428-8562
Fax: (540) 428-8565
E-mail: dtravis@gbs-llc.com
Website: http://www.gbs-llc.com

Certified Veteran Owned Small Business
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CUSTOMER INFORMATION

1a. Awarded special item numbers:

<table>
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<tr>
<th>SIN</th>
<th>Description</th>
</tr>
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<tbody>
<tr>
<td>874-1</td>
<td>Integrated Consulting Services</td>
</tr>
<tr>
<td>874-4</td>
<td>Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration, Learning Management, Internships</td>
</tr>
<tr>
<td>874-6</td>
<td>Acquisition Management Support</td>
</tr>
</tbody>
</table>

1b. Identification of Lowest Price Model Number and Price for each SIN: See Item 6 below for SIN 874-1 & 874-6. SIN 874-4 on page 12

1c. Labor categories, experience, functional responsibility and education. See pages 15-16

2. Maximum order: $1,000,000

3. Minimum order: $100


5. Point(s) of Production:
The Federal Market Group, Ltd.
7708 Castlebury Court
Warrenton, VA 20186

6. Discount from list Prices or Statement of net Price:

<table>
<thead>
<tr>
<th>Labor Category Offered</th>
<th>Government Price List</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Hourly Rate</td>
</tr>
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<td>Consultant</td>
<td>$175.09</td>
</tr>
<tr>
<td>Senior Associate</td>
<td>$155.31</td>
</tr>
</tbody>
</table>

7. Quantity Discounts: For BPAs
8. Prompt Payment: **Net 30 Days**

9a. Government purchase cards that are accepted for all purchases up to the micro-purchase level: **Yes, MC, VISA, AMEX, DISCOVER Accepted**

9b. Government purchase cards that are accepted for all purchases: **Yes, MC, VISA, AMEX, DISCOVER accepted**

10. Foreign items: **Not Applicable**

11a. Time of Delivery: **To be negotiated with the ordering agency on each task order.**

11b. Expedited Delivery: **To be negotiated with the ordering agency on each task order.**

11c. Overnight and 2-day delivery: **To be negotiated with the ordering agency on each task order.**

11d. Urgent requirements: **To be negotiated with the ordering agency on each task order.**

12. F.O.B. point(s): **Destination, location to be negotiated with the ordering agency on each task order.**

13a. Ordering Address(es):
   - The Federal Market Group, Ltd.
   - 7708 Castlebury Court
   - Warrenton, VA 20186

13b. Ordering procedures: **For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) and a sample BPA can be found at the GSA/FSS Schedule homepage** ([http://fsa.gsa.gov/schedules](http://fsa.gsa.gov/schedules)).

14. Payment address(es):
   - The Federal Market Group, Ltd.
   - 7708 Castlebury Court
   - Warrenton, VA 20186

15. Warranty Provision: **Standard**

16. Export packing charges, if applicable: **Not Applicable**

17. Terms and conditions of Government purchase card acceptance: **Government Commercial Credit Cards will be acceptable for payments. In addition, bank account information for wire transfer payments will be shown on the invoices.**

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: 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: Not Applicable

www.Section508.gov/

25. Data Universal Number System (DUNS) number: 623214574

26. Notification regarding registration in Central Contractor Registration (CCR) database: Current. Cage Code: 1PQL3 (The System for Award Management (SAM) is the Official U.S. Government system that consolidated the capabilities of CCR/FedReg, ORCA, and EPLS. http://www.sam.gov)

The Service Contract Act (SCA) is applicable to this contract 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 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and/or when FMG adds SCA labor categories/employees to the contract through the modification process, FMG will 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 wage determination number.
SPECIAL ITEM NUMBER (SIN) DESCRIPTIONS

874-1 Integrated Consulting Services

The Federal Market Group will provide expert advice and assistance in support of an agency’s mission-oriented business functions. Services covered by this SIN include:

- Management or strategy consulting, including research, evaluations, studies, analyses, scenarios/simulations, reports, business policy and regulation development assistance, strategy formulation, and expert witness services
- Facilitation and related decision support services
- Survey services, using a variety of methodologies, including survey planning, design, and development; survey administration; data validation and analysis; reporting, and stakeholder briefings
- Advisory and assistance services in accordance with FAR 37.203

The FMG Solution©

Provides one organization that understands the language of technology and business

FIVE FOCUS AREAS OF CONSULTING IN PUBLIC CONTRACTING:

1. STRATEGIC PLANNING
   Structuring, Facilitating, Implementing, Teambuilding

2. BUSINESS DEVELOPMENT, MARKETING & CAPTURE PLANNING
   Structuring, Facilitating, Implementing, Capture Planning & Proposal Development, Red Team Reviews

3. PROGRAM/PROJECT MANAGEMENT
   PMI Certified, Structuring, Facilitating, Implementing, Training

4. CONTRACT MANAGEMENT & ADMINISTRATION
   NCMA Certified, Structuring, Facilitating, Implementing, Training

5. PUBLIC/PRIVATE PARTNERSHIPS & PRIVATIZATION
   Structuring, Facilitating, Implementing

The Federal Market Group Approach

Critical to supporting any effort for the customer is the ability to understand the customer's needs within the context of the customer’s work environment. Understand the big picture first.

There are two elements to work—the known and the unknown. FMG attempts to minimize assumptions by developing a comprehensive Project Plan for every task. This project plan encompasses the five critical processes for success: Initiating, planning, executing, controlling and closing.
The project plan defines success, establishes the performance metrics and becomes the principal communication tool for FMG, the customer and other participants.

NOTE: Consulting services where the preponderance of work is specifically covered under other GSA Schedules are not permitted under this SIN; please refer to the Scope of Work in Part I of the PROFESSIONAL SERVICES SCHEDULE solicitation for further information.

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

The Federal Market Group (FMG) courses are commercially available off-the-shelf training and/or educational courses that are delivered via an Instructor-led (i.e. traditional classroom setting or conference/seminar) and/or web-based (i.e. Internet/Intranet, software packages and computer applications) system. Courses have a defined course title, length of time (i.e. hours, days, semesters, etc.), description of material to be taught (i.e. syllabi, table of contents, etc.), and whether materials are included in the price. (i.e. books, pamphlets, software, etc.). Support materials not included may be offered under SIN 874-5. C874-9

The Federal Market Group professional services are in support of planning, creating, and/or executing testing and test administration, learning management, internship, or development of new courses or subject matter delivered via an instructor-led (i.e. traditional classroom setting or conference/seminar) and/or web-based (i.e. Internet/Intranet, software packages and computer applications) system. FMG customization services are the result of planning, creating, and/or executing a proprietary format and may be priced as a flat rate or as Labor/hours using professional labor categories (i.e. Subject Matter Experts (SMEs), Program Managers, Project Managers, Research Assistant, Technical Specialist, etc.), subject matter(s), Systems requirements and methodology(ies) to be used are stated.

A customized course(s) includes labor categories (i.e. Subject Matter Experts (SMEs), Program Managers, Project Managers, Research Assistant, Technical Specialist, etc.), subject matter(s), and methodology(ies) to be used.

**THE FEDERAL MARKET GROUP Total Learning Concept®**

The Federal Market Group maintains an extensive library of current training courses developed and proven over a number of years. All subject - matter is modularized and quickly tailored to the individual client requirements.

The Total Learning Concept® combines the principles of adult learning and customer service into a comprehensive and proven approach to training excellence.
PROFESSIONAL ACHIEVEMENT is one of the most important motivators for adult learning. The Federal Market Group Total Learning Concept® is designed to facilitate personal efforts by offering programs that:

A. Consistently Follow the Principles of Adult Learning
B. Use Audio - Visual Aids Extensively to Reinforce Learning
C. Provide Competent, Highly Motivated Instructors

874-6 Acquisition Management Support

The Federal Market Group will provide professional support services to agencies in conducting federal acquisition management activities. Services covered by this SIN are:

- Acquisition planning assistance, including market research and recommending procurement strategy;
- Acquisition document development, including cost/price estimates, quality assurance surveillance plans, statements of work, synopses, solicitations, price negotiation memoranda, etc.:
- Expert assistance in supporting proposal evaluations, including price/cost analysis or technical proposal analysis:
- Contract administration support services, including assistance with reviewing contractor performance, developing contract modifications, and investigating reports of contract discrepancies:
- Contract close-out assistance; Competitive Sourcing support, including OMB Circular A-76 studies, strategic sourcing studies, privatization studies, public-private partnerships, and Federal Activities Inventory Reform (FAIR) Act studies.

Inherently Governmental services as identified in FAR 7.503 or by the ordering agency are prohibited under PSS.

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.

For more information, see https://www.gsa.gov/portal/content/246403

A UNIQUE PERSPECTIVE

We successfully serve both Government and Industry clients:

INDUSTRY CLIENTS - so they win and keep more contracts, manage them more effectively and deliver value to their shareholders and taxpayers.

GOVERNMENT CLIENTS - so they optimize their contract requirements, management processes and oversight practices to ensure the highest level of productivity and public funds stewardship

• A Certified Veteran-owned Business celebrating 30 years of excellence, with an unparalleled record of performance for the customer.

• Located in the Washington, D.C. area with representation in Brussels, Denver, Los Angeles, Seattle and Tel Aviv.

• Supporting DOE, National Laboratories, NASA, DOD, U.S. Army Corps of American for more than 20 years; American Red Cross for more than 15 years.

• GSA Professional Services Schedule Contractor for Consulting, Training, Facilitation, and Privatization (Contract No. GS-10F-0186J) since 1999

• Supporting International Clients since 1995.
"Bringing together the languages of technology and business through the rigors and discipline of Project Management and Contract Administration equals enhanced productivity, higher profitability, customer delight"

Daniel M. Jacobs, Chairman/CEO, The Federal Market Group

FIVE FOCUS AREAS

1. STRATEGIC PLANNING
   Structuring, Facilitating, Implementing, Teambuilding

2. BUSINESS GROWTH, MARKETING & CAPTURE PLANNING
   Structuring, Facilitating, Implementing, Capture Planning & Proposal Development, Red Team Reviews

3. PROGRAM/PROJECT MANAGEMENT
   PMI Certified, Structuring, Facilitating, Implementing, Training

4. CONTRACT MANAGEMENT & ADMINISTRATION
   DAU, ACE, NCMA Certified, Structuring, Facilitating, Implementing, Training

5. PUBLIC/PRIVATE PARTNERSHIPS & PRIVATIZATION
   Structuring, Facilitating, Implementing

Best-In-Class Training – Instructor Led and Technology Based

- Registered Global Education Provider – Project Management Institute (PMI)
  Professional Development Units (PDU) awarded for Training

- Certified – American Council on Education (ACE)
  College Credit Recommendations for Training

- Certified – Defense Acquisition University (DAU) Equivalent Courses Provider
  FAI/DAU FAC-C Certification (U.S. Government Contracting Officer)

- Registered Education Partner – National Contract Mgmt. Assoc. (NCMA)
  Continuing Professional Education Units (CPE)
The Federal Market Group (FMG) provides professional consulting services in public contracting only on a fixed-price arrangement based on daily rates. Hourly rates are provided to compare to competition and to determine a fair and reasonable price for services offered. **FMG personnel will provide a minimum of eight (8) hours daily in client direct work. All additional daily hours provided are included in the daily rate.**

Minimum engagements are for five (5) days. All approved direct costs incurred such as travel and transportation, per diem, facilities, equipment, binders, printing, copying, shipping and other such costs will be estimated prior to execution and will be reimbursed in addition to labor costs.

For commercial contracts, a retainer equal to 30-50% of the total amount of the contract will be due and payable upon execution of the contract. Payment of the balance will be based on a progress payments schedule.

FMG will prepare a Project Plan prior to the agreement setting forth the charter, work to be performed, quality, schedule and deliverables. The agreement will be based on the Project Plan and any changes to that Plan must be approved, in writing, by both parties. Upon approval of modifications, an equitable adjustment will be made to the original contract.

### GSA PRICING

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874-A

Contractor provides off-the-shelf, or customized off-the-shelf training packages under this SIN to meet specific agency needs related to management, organizational and business improvement services, such as, but not limited to:

- customer service; team building
- change management
- process improvement
- performance measurement
- statistical process control
- performance problem-solving
- business process reengineering
- quality management
- strategic planning
- benchmarking

Customization of off-the-shelf training may include but is not limited to:

- workbooks
- training manuals
- computer based training
- overhead transparencies
- videotapes
- advanced presentation media

<table>
<thead>
<tr>
<th>Government Price List</th>
<th>See Page 13 for 1-4 day course offerings</th>
<th>Total Discounted Price of Course:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Length of Course (# of Hrs/Days): 8 hrs = 1 Day</td>
<td>Minimum Number of Participants:</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1 day $3,120.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2 day 6,240.00</td>
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<tr>
<td></td>
<td></td>
<td>3 day 9,360.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4 day 12,480.00</td>
</tr>
<tr>
<td>Maximum Number of Participants:</td>
<td></td>
<td>30</td>
</tr>
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</table>

Government Discount from the Commercial Price 20.60%

See attached course offerings for 1-4 day courses.

All FMG Training Courses are Tailored to the Government Agency, Office or Program. FMG Trainers will normally spend a minimum of ½ day with the requesting office to identify program specifics and tailor the course to meet the Agency, Office or Program’s specific needs. The tailoring of the course and pre-meeting with the customer is included in the total price of the course.

Pricing as above is for training courses held at a Government Provided venue.

Quantity or Other Applicable Discounts (Explain)

BPAs
# PROFESSIONAL SERVICES SCHEDULE COURSE OFFERINGS

## Acquisition/Contracting

- Business Ethics – Avoiding Even the Appearance of Impropriety (1 day)
- Buy/Selling Commercial Products (2 days)
- Contracting Officer's Representative (COR) Training (4 days)
- Government Contracting – The Basics (1 day)
- IDIQ – Task & Delivery Order Contracting (2 days)
- Managing Successful Government Contracts (2 days)
- Managing Government IDIQ (Task Order) Contracts (2 days)
- Negotiating for Success (2 days)
- Performance-Based Service Contracting (1 day)
- Presenting Successful Oral Proposals (1 day)
- Source Selection Training – Oral & Written (3 day)
- Source Selection Team Training – Oral & Written (2 days)

## Contract Finance & Accounting

- Estimating & Pricing Government Contracts (2 days)
- Finance and Accounting of Government Contracts: For the Non-Financial Manager (2 days)
- Managing Contract Cost (2 days)
- Selecting the Right Accounting & Management Information System (2 days)

## Program/Project Management & Leadership

- Developing An Effective Performance Measurement System (2 days)
- Leading Teams: Tools and Techniques for Today's Team Leader (2 days)
- Leadership – High Performance Teambuilding (1 & 2 days)
- Program/Project Management – Getting Started (1 day)
- Program/Project Management Software Tools (1 day)
- Successful Program/Project Management (2 days)

## Contract Fraud and Investigations

- Contract Fraud Training (2 days)
- Simplified Acquisitions and Micro-Purchases Using the Government Purchase Card: Effectively Managing Risks (2 day)
LABOR CATEGORY DESCRIPTIONS

Managing Partner (Executive):
Functional Duties/Responsibilities:
A Managing Partner leads a specific area of practice for The Federal Market Group (FMG); is a Subject-Matter Expert; and Leads programs/projects. Minimum 15 years’ experience, Bachelors’ Degree, demonstrated leadership in field. Responsibilities include strategic planning and execution for area of practice. Directly responsible for leadership of activities at portfolio and program/project management levels.

A Managing Partner provides expertise, guidance, consultation, facilitation, thought leadership, and education to the client and/or project team based on proven specialized expertise involving business, technology, public policy and administration, or management.

Senior Consultant (Executive):
Functional Duties/Responsibilities:
A Senior Consultant is an experienced and proven Subject-Matter Expert; leads a project/program team and has a minimum of 15 years’ of direct experience in their area of expertise. They must have a Bachelors’ Degree and documented successful past performance with demonstrated leadership in their field. Directly responsible for leading a program/project.

A Senior Consultant provides expertise, guidance, consultation, facilitation, thought leadership, and education to the client and/or project team based on proven specialized expertise involving business, technology, science, public policy and administration, or management.

Consultant (Executive):
Functional Duties/Responsibilities:
A Consultant is an experienced and proven Subject-Matter Expert; leads a project/program team and has a minimum of 10 years’ of direct experience in their area of expertise. They must have a Bachelors’ Degree and documented successful past performance with demonstrated leadership in their field. Directly responsible for program/project activities assigned.

A Consultant provides expertise, guidance, consultation, facilitation, thought leadership, and education to the client and/or project team based on proven specialized expertise involving business, technology, science, public policy and administration, or management.
Senior Associate (Executive):

Functional Duties/Responsibilities:

A Senior Associate is an experienced and proven Subject-Matter Expert and Leads functional business areas within the company and/or projects/programs. Minimum 10 years’ experience; they must have a Bachelors’ Degree and demonstrated competency and leadership in their designated field. Directly responsible for leading program/project activities assigned by a Managing Partner.

A Senior Associate provides expertise, guidance, consultation, facilitation, thought leadership, and education to the client and/or project team based on proven specialized expertise involving business, technology, science, public policy and administration, or management.