



Established in 1997, CLMS, LLC (CLMS) is a woman and service disabled veteran-owned small business that provides consulting and program/project management and integration services to federal agencies. We have provided such services to many clients within the: General Services Administration (GSA); the Department of Homeland Security (DHS); the US Army, and the Transportation Security Administration (TSA). CLMS' success is attributable to our client-centric mission; extensive experience; high caliber employees; and best practices methodologies.

CLMS' mission is to provide outstanding business services to our clients. We are dedicated to not only meeting but exceeding client expectations and this dedication is an integral part in our corporate culture. We not only continually convey the importance of providing outstanding client service to our employees but also evaluate our employees on client service in their quarterly and annual appraisals.

CLMS' experience in providing consulting services to federal agencies includes: strategic planning, acquisition planning, process modeling, reengineering, program auditing, performance metric development; change management; and quality assurance and control. CLMS has excelled at delivering program integration and project management services such as: scheduling; cost estimating and budgeting; procurement planning; invoicing; and risk analysis.

CLMS' first-rate employees have been a large part of our success. CLMS' workforce includes a pool of subject matter experts (SMEs) in the areas of management, finance, marketing and operations. Almost all of our employees have Bachelors degrees and many have graduate degrees, such as a Masters in Business Administration (MBA). All of our project managers have a Project Management Professional (PMP[®]) certification from the Project Management Institute (PMI[®]).

CLMS utilizes best practices methodologies to improve the processes, technology, and human capital of federal agencies. These best practices include the PMI[®] project management lifecycle; the Information Technology Infrastructure Library (ITIL) of the ITIL Certification Management Board (ICMB); the Software Engineering Institute's (SEI) Capability Maturity Model[®] Integration (CMMI[®]) framework; and the standards of the International Organization for Standardization (ISO-9001).

**GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST**

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 <http://www.gsaadvantage.gov>.

Mission Oriented Business Integrated Services (MOBIS)
Federal Supply Group: 874

Contract Number: **GS-10F-0206U**
For more information on ordering from Federal Supply Schedules
click on the FSS Schedules button at <http://www.fss.gsa.gov>

Contract Period: **April 18, 2008 through April 17, 2018**

Contractor:	CLMS, LLC 3923 South 16 th Street Arlington, VA 22204-5020 (P) 703-629-3231 (F) 703-485-1368 www.clmsllc.com	Business Size:	Small business Women Owned business Service Disabled Veteran Owned Small business
		Contract Administrator:	Leslie McClintick

CUSTOMER INFORMATION:

1. Awarded Special Item Number(s):

Special Item Number (SIN)	Description	Pricing
874-1	MOBIS Consulting Services	See Page 4
874-1REC	MOBIS Consulting Services (Recovery Purchasing)	See Page 4
874-7	Program and Project Management	See Page 4
874-7 REC	Program and Project Management (Recovery Purchasing)	See Page 4

2. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract: Not Applicable.
3. Descriptions of all corresponding commercial job titles with experience, functional responsibility and education are provided beginning on page 5.
4. Maximum Order: \$1,000,000

*If the "best value" selection places your order over the Maximum Order, identified in this catalog/price list, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contractor for a better price. The contractor may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the Schedule contract in accordance with FAR 8.404.

5. Minimum Order: \$100

6. Geographic Coverage: 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC and U.S. territories; to a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.
7. Point of Production: CLMS, LLC
3923 South 16th Street
Arlington, VA 22204-5020
8. Prices Shown Herein are Net (discount deducted)
9. Quantity/Dollar Volume Discount: Additional 1% discount on all awarded contracts or single orders over \$1 million
10. Prompt Payment Terms: Net 30 Days
11. Government Purchase Cards are accepted below and above the micro-purchase threshold.
12. Foreign Items: None
13. Time of Delivery: CLMS, LLC shall deliver or perform services in accordance with the terms negotiated in an agency's order. CLMS, LLC will not propose in excess of its standard commercial delivery or performance times to agencies without giving notice to the Ordering Officer of its intent to do so.
14. Expedited Delivery: Consult with Contractor
15. Overnight/2-Day Delivery: Consult with Contractor
16. Urgent Requirements: Consult with Contractor
17. FOB Point: FOB Destination
18. Ordering Address: CLMS, LLC
Attn: GSA Schedule Orders
3923 South 16th Street
Arlington, VA 22204-5020

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

19. Payment Address: CLMS, LLC
Attn: Accounts Receivable
3923 South 16th Street
Arlington, VA 22204-5020
20. Warranty Provisions: Standard Warranty
21. Export Packing charges: Not applicable
22. Terms and conditions of Government Purchase Card Acceptance: Contact CLMS, LLC for terms and conditions of Government Purchase Card acceptance.
23. Terms and conditions of rental, maintenance, and repair: Not applicable

24. Terms and conditions of installation: CLMS, LLC shall deliver or perform services in accordance with the terms negotiated in an agency's order.
25. Terms and conditions of repair parts: Not applicable
26. Terms and conditions for any other services: Not applicable
27. List of service and distribution points: Not applicable
28. List of participating dealers: Not applicable
29. Preventive maintenance: Not applicable
30. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: Not applicable
31. Contact CLMS, LLC for Section 508 compliance information. The EIT standards can be found at: <http://www.section508.gov>
32. DUNS Number: 060959744
33. CLMS, LLC is registered in the Central Contract Registration (CCR) database.
34. Uncompensated Overtime: Contact CLMS, LLC for its policy regarding the use of Uncompensated Overtime.

GSA PRICING
SIN 874-1: MOBIS CONSULTING SERVICES
874-1REC: MOBIS CONSULTING SERVICES (RECOVERY PURCHASING)
874-7: PROGRAM AND PROJECT MANAGEMENT
874-7: PROGRAM AND PROJECT MANAGEMENT (RECOVERY PURCHASING)

CLMS, LLC hereby confirms the following labor categories and rates.

Labor Category*	GSA Final Rates				
	04/18/13 to 04/17/14	04/18/14 to 04/17/15	04/18/15 to 04/17/16	04/18/16 to 04/17/17	04/18/17 to 04/17/18
SIN 874-1/874-1REC SIN 871-7/874-7 REC					
Project Coordinator I	\$42.15	\$42.99	\$43.85	\$44.73	\$45.62
Project Coordinator II	\$48.51	\$49.48	\$50.47	\$51.48	\$52.51
Project Coordinator III	\$74.26	\$75.75	\$77.26	\$78.81	\$80.38
Analyst I	\$85.90	\$87.62	\$89.37	\$91.16	\$92.98
Analyst II	\$95.36	\$97.27	\$99.21	\$101.20	\$103.22
Analyst III	\$101.17	\$103.19	\$105.26	\$107.36	\$109.51
Analyst IV	\$124.44	\$126.93	\$129.47	\$132.06	\$134.70
Analyst V	\$150.83	\$153.85	\$156.92	\$160.06	\$163.26
SME I	\$135.04	\$137.74	\$140.50	\$143.31	\$146.17
SME II	\$142.33	\$145.18	\$148.08	\$151.04	\$154.06
SME III	\$165.22	\$168.52	\$171.89	\$175.33	\$178.84
SME IV	\$200.61	\$204.62	\$208.71	\$212.89	\$217.15
Consultant I	\$76.45	\$77.98	\$79.54	\$81.13	\$82.75
Consultant II	\$101.17	\$103.19	\$105.26	\$107.36	\$109.51
Consultant III	\$110.12	\$112.32	\$114.57	\$116.86	\$119.20
Consultant IV	\$130.47	\$133.08	\$135.74	\$138.46	\$141.22
Consultant V	\$141.02	\$143.84	\$146.72	\$149.65	\$152.64
Project Manager I	\$135.04	\$137.74	\$140.50	\$143.31	\$146.17
Project Manager II	\$150.83	\$153.85	\$156.92	\$160.06	\$163.26
Program Manager I	\$200.61	\$204.62	\$208.71	\$212.89	\$217.15

*The Service Contract Act (SCA) is applicable to this contract as it applies to the entire 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 CFR 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.

**CLMS, LLC
LABOR CATEGORY DESCRIPTIONS**

PROJECT COORDINATOR

DESCRIPTION

Individuals who possess the training, computer skills, and experience to support program/project management staff.

MINIMUM/GENERAL EXPERIENCE

Possesses an understanding of specific job requirements with requisite skills to perform assigned tasks with minimal supervision. Applies general knowledge of standards, concepts, practices, and techniques related to the project function(s) in order to accomplish assignments. Equivalent experience may be substituted by a diploma/degree, certification or license.

Level	Order #	Minimum Education	Minimum Experience
Level 1	Project Coordinator	High School Diploma	1 year
Level 2	Project Coordinator - 02	High School Diploma	2 years
Level 3	Project Coordinator - 03	High School Diploma	5 years

Note: Associates degree is equivalent to 3 years specialized experience; Bachelors degree is equivalent to 4 years experience; Masters degree is equivalent to 2 additional years experience; and Doctoral degree is equivalent to 2 additional years experience. Certifications and licenses having bearing on the position are equivalent to 2 years experience.

FUNCTIONAL RESPONSIBILITY

Performs project coordinator duties such as: entering and managing data; managing a project library; and managing document production and control using project software such as, MS Project, Spreadsheets, Databases, SharePoint, Basecamp; updating project management team on project status, deadlines and budgets; implementing and maintaining timely project processes and procedures; coordinating project meetings; taking meeting minutes and distributing to project team.

ANALYST

DESCRIPTION

Collects, manipulates, analyzes and manages data. Provides analytical support to resolve complex problems using analytic methodologies and principles.

MINIMUM/GENERAL EXPERIENCE

Possesses professional training or equivalent experience in one of the following disciplines: data collection; performance measurements; database management; market research; and trend and causal analysis. Equivalent experience may be substituted by a degree, certification or license.

Level	Order #	Minimum Education	Minimum Experience
Level 1	ANYL-01	Bachelors Degree	1 years
Level 2	ANYL-02	Bachelors Degree	2 years
Level 3	ANYL-03	Bachelors Degree	5 years
Level 4	ANYL-04	Bachelors Degree	8 years
Level 5	ANYL-05	Masters Degree	10 years

Note: Associates degree is equivalent to 3 years specialized experience; Bachelors degree is equivalent to 4 years experience; Masters degree is equivalent to 2 additional years experience; and Doctoral degree is equivalent to 2 additional years experience. Certifications and licenses having bearing on the position are equivalent to 2 years experience.

FUNCTIONAL RESPONSIBILITY

Provides analytical support including: data collection and modeling; generating standard and ad hoc reports; developing analytical models and conducting sensitivity analysis; evaluating data value and quality; and resolving inaccuracies of data sources.

SUBJECT MATTER EXPERT

DESCRIPTION

Highly educated and experienced analysts and business thought leaders are available to solve our clients' most challenging problems. These professionals are subject matter experts in their respective disciplines. They apply sound expertise, methodologies and practices to solve a wide variety of client problems.

MINIMUM/GENERAL EXPERIENCE

Extensive experience in one or more of the following disciplines: business management; change management; systems management, and best practices methodologies. May have an expertise in a particular industry and may have published articles or books in their field of expertise and/or made presentations at professional conferences. May possess one or more certifications in their field of expertise. Equivalent experience may be substituted by a degree, certification or license.

Level	Order #	Minimum Education	Minimum Experience
Level 1	SME-01	Bachelors Degree	5 years
Level 2	SME-02	Bachelors Degree	8 years
Level 3	SME-03	Bachelors Degree	11 years
Level 4	SME-04	Bachelors Degree	15 years

Note: Associates degree is equivalent to 3 years specialized experience; Bachelors degree is equivalent to 4 years experience; Masters degree is equivalent to 2 additional years experience; and Doctoral degree is equivalent to 2 additional years experience. Certifications and licenses having bearing on the position are equivalent to two years experience.

FUNCTIONAL RESPONSIBILITY

Serve as business experts in areas relevant to a particular project. SMEs produce and/or review substantive and/or complex documentation reflecting detailed knowledge of areas identified in the statement of work. Documentation subjects may include but are not limited to: process improvement and best practices methodologies.

CONSULTANT

DESCRIPTION

Serves as a key interface with client and project personnel to develop business solutions to improve the operations and performance of client organizations.

MINIMUM/GENERAL EXPERIENCE

Experienced in utilizing consulting tools and methodologies to meet project objectives and complete project tasks. Assists in the establishment of project quality assurance and control processes and verifying that project processes and deliverables conform to established standards. Participates in organizational assessments and enterprise-wide process improvement and reengineering project tasks utilizing state-of-the-art and emerging methodologies. Equivalent experience may be substituted by a degree, certification or license.

Level	Order #	Minimum Education	Minimum Experience
Level 1	CONS-01	Bachelors Degree	1 years
Level 2	CONS-02	Bachelors Degree	2 years
Level 3	CONS-03	Bachelors Degree	5 years
Level 4	CONS-04	Bachelors Degree	8 years
Level 5	CONS-05	Masters Degree	10 years

Note: Associates degree is equivalent to 3 years specialized experience; Bachelors degree is equivalent to 4 years experience; Masters degree is equivalent to 2 additional years experience; and Doctoral degree is equivalent to 2 additional years experience. Certifications and licenses having bearing on the position are equivalent to two years experience.

FUNCTIONAL RESPONSIBILITY

Responsibilities include: gathering and collecting data; interviewing client personnel and other stakeholders; conducting secondary research; identifying problems associated with the organization's strategies, policies, processes, operations and systems; analyzing data; formulating recommendations and assisting in the implementation and monitoring of solutions; and establishing performance measures.

PROJECT MANAGER

DESCRIPTION

Plans, manages and coordinates all activities and phases associated with assigned project tasks including project initiation, planning, work execution, monitoring and control and closure.

MINIMUM/GENERAL EXPERIENCE

Experienced in managing complex projects and possess a demonstrated knowledge of a business discipline. Equivalent experience may be substituted by a degree, certification or license.

Level	Order #	Minimum Education	Minimum Experience
Level 1	PM-01	Bachelors Degree	5 years
Level 2	PM-02	Bachelors Degree	7 years

Note: Associates degree is equivalent to 3 years specialized experience; Bachelors degree is equivalent to 4 years experience; Masters degree is equivalent to 2 additional years experience; and Doctoral degree is equivalent to 2 additional years experience. Certifications and licenses having bearing on the position are equivalent to two years experience.

FUNCTIONAL RESPONSIBILITY

Serves as the primary interface with the client and generates and submits project status reports. Provides technical guidance to project team members and manages the team to: identify client needs and issues; establish critical success factors and key performance indicators; and develop, recommend, implement and monitor solutions. Ensures successful task completion within scheduled timeframe and established scope of work. Identifies, selects and utilizes the appropriate consulting tools and methodologies for the project. Develops work plans, manages project resources, and conducts performance reviews. Establishes and monitors project quality assurance and control processes.

PROGRAM MANAGER

DESCRIPTION

Provides executive-level management and oversight to overall contract engagements, often involving multiple projects and tasks.

MINIMUM/GENERAL EXPERIENCE

Experienced in managing successful, complex programs. Experienced in managing complex projects and possess a demonstrated knowledge of a business discipline. Equivalent experience may be substituted by a degree, certification or license.

Level	Order #	Minimum Education	Minimum Experience
Level 1	PROG-01	Bachelors Degree	10 years
Note: Associates degree is equivalent to 3 years specialized experience; Bachelors degree is equivalent to 4 years experience; Masters degree is equivalent to 2 additional years experience; and Doctoral degree is equivalent to 2 additional years experience. Certifications and licenses having bearing on the position are equivalent to two years experience.			

FUNCTIONAL RESPONSIBILITY

Defines and communicates engagement vision, strategy, objectives, scope and deliverable standards to project managers. Establishes or validates work quality standards and collaborates with project managers to verify that deliverables meet or exceed client expectations. Responsible for overall project delivery and ensures solutions improve the client's operations. Maintains and manages relationships with senior managers within the client organization. Communicates to senior client managers the overall program status, the resolution of issues and the program's progress in achieving the client's mission and major goals.