



GENERAL SERVICES ADMINISTRATION
Mission Oriented Business Integrated Services (MOBIS)

Addx Corporation
Contract Number GS-10F-0349N

Federal Supply Service
Authorized Federal Supply Schedule Price List
Federal Supply Group: 874
FSC Class: 8742

Contract Number: GS-10F-0349N
Contract Period: April 17, 2003 – April 16, 2018
Modification: 20/Schedule 874

Contractor: Addx Corporation
4900 Seminary Road, Suite 570
Alexandria, VA 22311-1878
www.addxcorp.com

Authorized to bind the Firm:

William Millward, President & CEO
(703) 933-7637 x202, wmillward@addxcorp.com

Contract Administration Point of Contact:

Barbara Cass, Finance and Contracting
(703) 933-7637 x249, bcass@addxcorp.com

Business Size: Other Than Small Business
Service Disabled Veteran Owned Business

DUNS Number: 039872622

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: www.gsaAdvantage.gov



1a. Awarded Special Items	SIN 874-1, 874-1RC Integrated Consulting Services SIN 874-4, 874-4RC Training Services SIN 874-5, 874-5RC Ancillary Supplies and / or Services SIN 874-6, 874-6RC Acquisition Management Support SIN 874-7; 874-7RC Integrated Business Program Support Services
1b. Lowest Unit Price	Pricing List
1c. Labor Category Descriptions	Attached
2. Maximum Order	\$1,000,000
3. Minimum Order	\$100
4. Geographic Coverage	Worldwide
5. Points of Production	As required per task order
6. Discounts from list Price Statement of Net Price	Prices are net discounted
7. Quantity Discounts	Negotiated per order
8. Prompt Payment Terms	None
9a. Government Credit Card at or below micro-purchase threshold	Not Accepted
9b. Government Credit Card above micro-purchase threshold	Not Accepted
10. Foreign Items	None
11a. Time of Delivery	Negotiated per order
11b. Expedited Delivery	Negotiated per order
	<i>Items available for expedited delivery are noted in this price list</i>
11c. Overnight and 2-day delivery	Not Applicable
11d. Urgent Requirements	Negotiated per order
	<i>In accordance with clause I-FSS-140-B Addx Corporation shall reply to any inquiry for accelerated delivery within 3 working days after receipt of inquiry. Any telephone inquiries or replies will be confirmed by Addx Corporation in writing.</i>
12. FOB Point(s)	Destination
13a. Ordering Address(es)	Same as Contractor
13b. Ordering Procedures	
	<i>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://fss.gsa.gov/schedules</i>
14. Payment Address	Addx Corporation 4900 Seminary Road, Ste 570 Alexandria, VA 22311
15. Warranty Provisions	Standard Commercial Warranty

16. Export Packing Charges	Not Applicable
17. Terms of Government Commercial Credit Card Acceptance	Not Applicable
18. Terms and Conditions of Rental, Maintenance, Repair	Not Applicable
19. Terms and Conditions of Installation	Not Applicable
20a. Terms and Conditions of Repair Parts	Not Applicable
20b. Terms and Conditions for any other services	Not Applicable
21. List of Service and Distribution Points	Not Applicable
22. List of Participating Dealers	Not Applicable
23. Preventive Maintenance	Not Applicable
24a. Special attributes such as environmental attributes	Not Applicable
24b. Section 508 compliance information available on Electronic and Information Technology (EIT) supplies and services	Not Applicable
25. Data Universal Number System (DUNS) Number	039872622
26. Registration in Central Contractor Registration (CCR) Database	1XPA3
27. Uncompensated Overtime	Not Applicable



Firm Overview

Addx Corporation (www.addxcorp.com) is a principal provider of information and management sciences expertise through **management consulting, technology, and program management services**. As a Service-Disabled Veteran Owned Small Business (SDVOSB) founded in 2002 and headquartered in Alexandria VA, we have a solid history of helping federal agencies improve their processes in ways that increase efficiency, effectiveness, and productivity. For these reasons, Addx was a 2007 to 2010 Inc. 500 honoree and a 2007 to 2009 Washington Technology Fast 50 awardee.

Management Consulting Services

Strategic Human Capital Management

Services Include:

- Strategic Human Capital Planning
- Workforce Planning and Analytics
- Workforce Development
- Organization Development and Transformation

Advanced Training and Simulation

Services Include:

- Concept of Operations Development
- Mission Planning and Rehearsal
- Domain Application Development and Delivery

Business Operations Management

Services Include:

- Strategic and Transformation Planning
- Performance Management
- Business Process Management and Re-engineering
- Benchmarking & Best Practices Analysis

Knowledge Management

Services Include:

- Knowledge Enterprise Planning
- Build, Operate and Broker Knowledge System
- Learning Organization Development

Studies and Analyses

Services Include:

- Forecasting and Trend Analysis
- Program Performance Assessments
- Requirements & Capabilities Needs Analysis
- Cost Benefit Analysis and Financial Modeling
- Modeling and Simulation
- Business Analytics

Technology Services

Professional Services

Services Include:

- Program Oversight & Management
- Systems Development Lifecycle Development (SDLC)

- Technical Risk Assessment
- Technology Selection & Implementation
- Enterprise Organization Transformation
- Standards Compliance Reviews
- IV&V
- Incident, Problem, and Change Management Implementation Support
- Surge Staffing for a variety of disciplines
- Records Management
- Business Intelligence

Policy and Governance

Services Include:

- Portfolio Management
- Capital Planning and Investment Control
- Service Level Agreement Management
- Budget Formulation and Exhibit 300 Support
- Sarbanes Oxley General Controls Compliance Support
- Operational Methods and Procedures
- Budget formulation and Exhibit 300 Support
- Records Management

Information Assurance

Services Include:

- Enterprise Security Architecture Consulting
- Security Assessments
- Standards Compliance Reviews

Systems Engineering

Services Include:

- Infrastructure Library (ITIL)
- Enterprise Architecture
- Rights Management
- Service Desk Design & Implementation

Program Management Services

Program Management Office Support

Services Include:

- Program Planning and Execution
- Cost, Schedule, Scope, and Earned Value Management
- Quality Assurance and Surveillance
- Expert Action Officer Support
- Research and Administrative Support

Acquisition Management Support

Services Include:

- Statement of Work Development
- Compliant Request for Proposal Preparation
- Contracts Negotiation
- Post Award Management



- IPT Facilitation

Financial Management Support

Services Include:

- Financial Strategy and Planning
- Financial Management and Execution
- Compliance, Monitoring & Evaluation

Professional Staffing

Services Include:

- Position Descriptions Development
- Recruitment and Selection Support
- Hiring/Position Gap Support

Addx adheres to an established, proven, rigorous systems engineering approach, whether the task involves program management, technology or management consulting. We have dedicated PMI certified PMPs who deliver our services with the highest degree of customer satisfaction and quality and are CMMI-Level II Services compliant.

The name Addx stands for excellence, responsiveness, and efficiency. Our focus and differentiation is to provide clients customized solutions through a combination of service excellence, responsive delivery, and efficient implementation. This combination aligns the right people, processes and supporting technologies to help our customers reduce risk, accomplish their mission requirements and achieve lasting results. Our mission is to help clients achieve substantial and lasting results in mission performance and a positive Return on Public Sector Investment.

Our Guiding Principles

Excellence - Our work is defined by deep service expertise conducted responsibly, reliably, and with lasting results our customers can count on.

Responsiveness - Our reputation is defined by the highest standards of professionalism and performance, adapting quickly and collaboratively to changing needs.

Efficiency - Our business is defined by our commitment to doing what is right by our clients through delivering best value in price and results.

Our Approach To Achieve Lasting Results

Addx strives to provide the customer with a **complete solution**. To this end, in addition to our own talent pool, we team with other companies and subject matter experts to ensure all customer needs are met.

Our diverse range of knowledge and experience in MOBIS allows us to quickly and effectively understand customer needs from both a management and technical perspective. This foundation of knowledge and expertise enhances our reputation for successful contract execution. This reputation stems from strict adherence to a rigorous, structured set of management policies and procedures that fit the MOBIS objectives. Our project and program managers are formally and systematically trained to deliver repeatable and defined project management policies, procedures and quality plans



applicable to every project. This repeatability of technical and project management equates to stability and superior performance efficiency on every project. Our processes also ensure an unprecedented customer insight and control of every project from kick-off to delivery.

Addx Corporation's management and quality focus is to achieve high customer satisfaction. Our philosophy of recruiting, assigning, and empowering the best available experts to support our customers and resolve their technical issues is key to the company's success in consistently delivering high quality products.

Addx strives to provide this superior customer service all the while maintaining effective cost and schedule controls. Addx assigns specific roles and responsibilities for each Addx Team member assigned to the project to ensure efficient execution of project tasks and the generation of high quality products.

Addx Corporation employs technical experts whose skills and experience match directly to the MOBIS task requirements. We staff MOBIS contractual task orders using the best available talent. Our flexibility allows us to respond to emergent needs and new task areas quickly and efficiently. We understand the importance of, and are committed to, providing quality service and customer satisfaction.

MOBIS SERVICES AND PRODUCTS

SIN 874-1, 874-1RC: INTEGRATED CONSULTING SERVICES

Addx provides expert advice, assistance, guidance or counseling in support of agencies' mission oriented business functions. This may include: Management or strategy consulting; program planning, audits and evaluations; studies, analyses, scenarios, and reports relating to mission-oriented business programs or initiatives, such as defense studies, tabletop exercises or scenario simulations; educational studies, regulatory studies, economic studies, and preparedness studies; executive/management coaching services; customized training as part of a consulting engagement; policy and regulatory development and review; expert witness services in support of litigation, claims, or other formal cases, and advisory and assistance services in accordance with FAR 37.203(b). Examples of consultation include but are not limited to: information and decision sciences consulting, strategic, business and action planning; high performance work; process and productivity improvement, systems alignment; leadership systems; organizational assessments; cycle time; performance measures and indicators; program audits, evaluations, and customized training.

Addx also provides facilitation and related decision support services to agencies engaged in collaboration efforts, working groups, or integrated product, process, or self-directed teams. Agencies bringing together diverse teams and/or groups with common and divergent interests may require a neutral party to assist them in: the use of problem solving techniques; defining and refining the agenda; debriefing and overall meeting planning; resolving disputes, disagreements, and divergent views; logistical meeting/conference support when performing technical facilitation; convening and leading large and small group briefings and discussions; providing a draft for the permanent record; recording discussion content and enabling focused decision-making; preparing draft and final reports for dissemination.

Additionally, Addx provides expert consultation, assistance, and deliverables associated with all aspects of surveying within the context of MOBIS. Addx manages or performs all phases of the survey process which is not limited to: planning survey design; sampling, survey development; pretest/pilot surveying; defining and refining the agenda; survey database administration; assessing reliability and validity of data; determining proper survey data collection methodology; administering surveys using various types of data collection methods; and analyses of quantitative and qualitative survey data. Addx manages or produces reports not limited to: description and summary of results with associated graphs, charts, and tables; description of data collection and survey administration methods; discussion of sample characteristics and the representative nature of data; analysis of non-response; and briefings of results to include discussion of recommendations and potential follow-up actions.

SIN 874-4: TRAINING SERVICES

Addx manages and/or provides training services in areas including but not limited to mentoring, coaching and professional development. Addx utilizes professionally developed products, including off-the-shelf training packages, to meet agency objectives and needs related to business services. Training services offered include and is not limited to: executive leadership, acquisition, Lean Six Sigma, management, supervision, teamwork, team building, customer service, ISO 9000, process improvement, performance management, performance measurement; statistical process control; performance problem-solving; business process reengineering; quality management; change management; strategic planning; and benchmarking.



SIN 874-5: ANCILLARY SUPPLIES AND / OR SERVICES

Support products are support supplies and/or services which are not within the scope of any other SIN on this schedule. These supplies and/or services are necessary to compliment a Addx's offerings to provide a solution to a customer requirement. This SIN may be used for orders and blanket purchase agreements that involve work or a project that is solely associated with the supplies and/or services purchased under this schedule. This SIN EXCLUDES purchases that are exclusively for supplies and/or services already available under another schedule. Addx provides support products in conjunction with support of services offered in SINs 1, 2, 3, 4 and 7. Support products may include, but are not limited to: workbooks, training manuals, slides, videotapes, CDs, DVDs, software programs, etc.

SIN 874-6, 874-6RC: ACQUISITION MANAGEMENT SUPPORT

Addx Corporation provides support to agencies in conducting federal acquisition management activities, as follows: Acquisition planning assistance; developing acquisition documents, including quality assurance surveillance plans, statements of work, synopses, and solicitations; expert assistance in evaluating proposals; contract administration services; and 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.

SIN 874-7, 874-7RC: INTEGRATED BUSINESS PROGRAM SUPPORT SERVICES

Addx Corporation's program integration and project management services provide assistance to agencies in planning, initiating, managing, executing, and closing out mission-oriented business programs and projects. Services include: Project leadership and communications with stakeholders; project planning and scheduling; earned value management support; project management, including performance monitoring and measurement; reporting and documentation associated with project/program objectives; stakeholder briefings, participation in required meetings, and related project support services; program integration services; project close-out services; subcontractor management, Contractor Team Agreements (CTAs), and rapid personnel staffing.



ADDX CORPORATION LABOR CATEGORY DESCRIPTIONS

Senior Executive Consultant:

Minimum Experience:

- MA/MS plus 20 or more years direct experience

Acceptable Substitution Experience:

- Ph.D. in a related academic field plus 12 or more years direct experience
- BA/BS plus 24 or more years direct experience

Experience includes: Management at an executive level, development and integration of global business solutions, creation of competitive strategies and management of multiple client engagements. A Senior Executive Consultant works with senior client staff to monitor quality and risk. A Senior Executive Consultant identifies and addresses potential project and resource issues that will affect services and products. A Senior Executive Consultant is skilled at reviewing, designing and implementing strategic plans and aligning organizational and infrastructure designs with business objectives and goals. A Senior Executive Consultant is highly skilled at scoping the bona fide requirements, organizing, coordinating acquisition management activities at program level, the contracting office, the financial organization and Agency support services offices such that the Agency can successfully specify, schedule, produce, execute and close enterprise wide/major systems product and services acquisition programs and their attendant portfolio of supporting procurement projects.

Functional Responsibilities: Oversees and manages projects and programs. Provides specialized knowledge in specific, functional, or operational areas of analysis methods or disciplines. Gathers and organizes information on problems or procedures including current operating procedures. Analyzes data, develops information, and evaluates available solutions or alternate methods of proceeding. Coordinates with customers and trains users to ensure smooth implementation and functional performance of new systems, procedures, or organizations. Develops and implements operational tests and assessments, develops and maintains functional and operating documentation. Plans study of work problems and procedures, such as organizational change, communications, information flow, decision making processes, control processes, operational effectiveness, or cost analyses. Organizes and documents study findings and will prepare recommendations for new system implementation, procedures, or organizational changes, has specialized experience in facilitation, training, methodology development and evaluation, process re-engineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices. Applies process improvement and re-engineering methodologies and principles to conduct process modernization projects. Duties include developing modern business methods, identifying best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, and training, and provides additional forms of knowledge transfer. Manages the acquisition planning, acquisition and contract administration of complex major projects and programs. The projects and programs may require numerous contracts, some of which usually exceed \$50 million. Duties include providing acquisition planning assistance, executive oversight and control over the development of the full range of acquisition documents, providing expert assistance in evaluating proposals, providing contract administrative support services and competitive sourcing support. Individual possesses technical qualifications equivalent to those possessed by a tenured



professor at a major university. Person is responsible for maintaining technical excellence within the company.

Executive Consultant:

Minimum Experience:

- MA/MS plus 18 or more years direct experience

Acceptable Substitution Experience:

- Ph.D. in a related academic field plus 10 or more years direct experience
- BA/BS plus 22 or more years direct experience

Experience includes: Management at an executive level, development and integration of global business solutions, creation of competitive strategies and management of multiple client engagements. An Executive Consultant works with senior client staff to monitor quality and risk. An Executive Consultant identifies and addresses potential project and resource issues that will affect services and products. An Executive Consultant is skilled at reviewing, designing and implementing strategic plans and aligning organizational and infrastructure designs with business objectives and goals. An Executive Consultant is skilled at organizing, and coordinating at program level contracting, financial and support services offices for the purposes of successfully specifying, acquisition schedules, produce, execute and close enterprise wide and major systems level product and services acquisition programs and their attendant portfolio of supporting procurement projects.

Functional Responsibilities: Plans, organizes, directs, and conducts consulting, survey, or training tasks in problem areas of extensive scope and complexity. The problems are difficult to define, and may require novel approaches and the use of sophisticated techniques. Has extensive technical responsibility for interpreting, organizing, executing, and coordinating assignments, including the direction of other staff. Keeps abreast of new MOBIS-related methodologies, data bases, and tools. Makes decisions, which are considered authoritative and which demonstrate mature judgment in anticipating and solving complex problems. Within defined objectives, but with considerable latitude, performs in a professional position requiring in-depth knowledge. Individual is capable of independent, complex analysis, concept formulation and new method identification, and may serve as a prime point of contact for clients. Provides expert acquisition planning assistance, executive oversight and control over the development of the full range of acquisition documents, while providing expert assistance in evaluating proposals, providing contract administrative support services and competitive sourcing support. Plans organizes and directs a staff that provides acquisition planning, acquisition and contract administration in support of contracts for major projects and programs. The contracts are multimillion dollar value contracts but usually exceed \$50 million.

Principal Consultant II:

Minimum Experience:

- MA/MS plus 16 or more years direct experience

Acceptable Substitution Experience:

- Ph.D. in a related academic field plus 8 or more years direct experience
- BA/BS plus 20 or more years direct experience

Functional Responsibilities: Plans, organizes, directs, and conducts consulting, survey, or training tasks in problem areas of extensive scope and complexity. The problems are difficult to define, and

may require novel approaches and the use of sophisticated techniques. Has extensive technical responsibility for interpreting, organizing, executing, and coordinating assignments, including the direction of other staff. Keeps abreast of new MOBIS-related methodologies, data bases, and tools. Makes decisions, which are considered authoritative and which demonstrate mature judgment in anticipating and solving complex problems. Within defined objectives, but with considerable latitude, performs in a professional position requiring in-depth knowledge. Individual is capable of independent, complex analysis, concept formulation and new method identification, and may serve as a prime point of contact for clients. Plans organizes and directs a staff that provides acquisition planning, acquisition and contract administration in support of contracts for major projects and programs. The contracts are multimillion dollar value contracts but usually exceed \$50 million. Organizes, and coordinates at program level contracting, financial and support services offices for the purposes of successfully specifying, acquisition schedules, produce, execute and close enterprise wide and major systems level product and services acquisition programs and their attendant portfolio of supporting procurement projects. Provides acquisition planning assistance, oversight and control over the development of complex acquisition documents, provides expert assistance in evaluating proposals, providing contract administrative support services and competitive sourcing support.

Principal Consultant I:

Minimum Experience:

- MA/MS plus 14 or more years direct experience

Acceptable Substitution Experience:

- Ph.D. in a related academic field plus 7 or more years direct experience
- BA/BS plus 18 or more years direct experience

Functional Responsibilities: Plans, organizes, directs, and conducts consulting, survey, or training tasks in problem areas of extensive scope and complexity. The problems are difficult to define, and may require novel approaches and the use of sophisticated techniques. Has extensive technical responsibility for interpreting, organizing, executing, and coordinating assignments, including the direction of other staff. Keeps abreast of new MOBIS-related methodologies, data bases, and tools. Makes decisions, which are considered authoritative and which demonstrate mature judgment in anticipating and solving complex problems. Within defined objectives, but with considerable latitude, performs in a professional position requiring in-depth knowledge. Individual is capable of independent, complex analysis, concept formulation and new method identification, and may serve as a prime point of contact for clients. A Principal Consultant I is skilled at organizing, and coordinating at major project level contracting, financial and support services offices for the purposes of successfully specifying, acquisition schedules, produce, execute and close enterprise wide and major systems level product and services acquisition programs and their attendant portfolio of supporting work packages and task assignments. Provides acquisition planning assistance, oversight and control over the development of complex acquisition documents, provides expert assistance in evaluating proposals, providing contract administrative support services and competitive sourcing support. Plans organizes and directs a staff that provides acquisition planning, acquisition and contract administration in support of contracts for major projects and programs. The contracts are multimillion dollar value contracts but usually exceed \$50 million.



Senior Management Consultant II:

Minimum Experience:

- MA/MS plus 12 or more years direct experience

Acceptable Substitution Experience:

- Ph.D. in a related academic field plus 6 or more years direct experience
- BA/BS plus 16 or more years direct experience
- HS/GED plus at least 26 years direct experience in a related field / industry

Functional Responsibilities: Designs and implements complex organizational change that addresses strategic, structural, process, and behavioral factors. Develops strategic plans, business plans, organizational assessments, cultural change programs, and business process improvements. Assists governmental agencies in implementing the Government Performance and Results Act in strategic planning, and the executive order directed towards labor-management partnership. Has experience in facilitation, process re-engineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices. Applies process improvement and re-engineering methodologies and principles to conduct process modernization projects. As senior company expert within a technical field, serves as project manager in complex and mission critical client assignments. Applies software, hardware, and standards information technology skills in the analysis, specification, development, integration, and acquisition of logistical systems of information management applications. Ensures these systems and applications are compliant with standards for open systems architectures, reference models, and profiles of standards as they apply to the implementation and specification of information management solutions on the application platform, across the application program interface, and the external environment/software application. Performs analysis and validation of reusable software/hardware components to ensure the integration of these components into interoperable information management designs for logistical systems. Evaluates analytically and systematically problems of workflow, organization, and planning and develops appropriate corrective action. Applies business process improvement practices to re-engineer methodologies/principles and business process modernization projects. Applies activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. A Senior Management Consultant II is skilled at coordinating major project level contracting and support services for the purposes of specifying acquisition schedules, production, execution and close-out of enterprise specific acquisition projects. Work includes attendant work packages and task assignments portfolio. Provides acquisition planning assistance, oversight and control over the development of acquisition documents, provides expert assistance in evaluating proposals, providing contract administrative support services and competitive sourcing support. Designs and implements the acquisition planning, acquisition and contract administration support of contracts for projects and programs. This may include major projects and programs. The contracts are multimillion dollar value contracts and may exceed \$50 million. Performs all reporting requirements to Senior Management and alerts Senior Management of matters that require their attention or exceeds the authority of this labor category.



Senior Management Consultant I:

Minimum Experience:

- MA/MS plus 10 or more years direct experience

Acceptable Substitution Experience:

- Ph.D. in a related academic field plus 5 or more years direct experience
- BA/BS plus 15 or more years direct experience
- HS/GED plus at least 25 years direct experience in a related field / industry

Functional Responsibilities: Designs and implements complex organizational change that addresses strategic, structural, process, and behavioral factors. Develops strategic plans, business plans, organizational assessments, cultural change programs, and business process improvements. Assists governmental agencies in implementing the Government Performance and Results Act in strategic planning, and the executive order directed towards labor-management partnership. Has experience in facilitation, process re-engineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices. Applies process improvement and re-engineering methodologies and principles to conduct process modernization projects. As senior company expert within a technical field, serves as project manager in complex and mission critical client assignments. Applies software, hardware, and standards information technology skills in the analysis, specification, development, integration, and acquisition of logistical systems of information management applications. Ensures these systems and applications are compliant with standards for open systems architectures, reference models, and profiles of standards as they apply to the implementation and specification of information management solutions on the application platform, across the application program interface, and the external environment/software application. Performs analysis and validation of reusable software/hardware components to ensure the integration of these components into interoperable information management designs for logistical systems. Evaluates analytically and systematically problems of workflow, organization, and planning and develops appropriate corrective action. Applies business process improvement practices to re-engineer methodologies/principles and business process modernization projects. Applies activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. A Senior Management Consultant I is skilled at coordinating major project level contracting and support services for the purposes of specifying acquisition schedules, production, execution and close-out of enterprise specific acquisition projects. Work includes attendant work packages and task assignments portfolio. Provides acquisition planning assistance, oversight and control over the development of acquisition documents, provides expert assistance in evaluating proposals, providing contract administrative support services and competitive sourcing support. Designs and implements the acquisition planning, acquisition and contract administration support of contracts for projects and programs. This may include major projects and programs. The contracts are multimillion dollar value contracts and may exceed \$50 million. Performs all reporting requirements to Senior Management and alerts Senior Management of matters that require their attention or exceeds the authority of this labor category.

Management Consultant II:

Minimum Experience:

- MA/MS plus 10 or more years direct experience

Acceptable Substitution Experience:

- Ph.D. in a related academic field plus 2 or more years direct experience
- BA/BS plus 12 or more years direct experience
- HS/GED plus at least 22 years direct experience in a related field / industry

Functional Responsibilities: Within broad objectives, performs in a professional position requiring high level specialized knowledge and experience. Demonstrates ability to analyze complex problems, research and synthesize data, and propose unique solutions or alternatives. Individual is a recognized leader in one or more disciplines, and may serve as a prime point of contact for clients. Performs studies and reviews of management and organizational structures to evaluate performance relative to business objectives. Advises on business strategies and realignment issues to focus on most beneficial objectives. Provides strategic advice and plans for systematic downsizing, outsourcing, and privatization. Addresses issues affecting management and workforce to improve productivity while reengineering the organization. Provides assistance in the evaluation, auditor service, and implementation support of quality standards to achieve certification. Provides leadership in government and industry meetings, briefings, and forums to facilitate the exchange of ideas and concepts. A Management Consultant II is skilled at coordinating at the large project level contracting support services for the purposes of successfully specifying acquisition schedules, production, execution and close-out of enterprise specific services and systems product and associated services acquisition projects and their attendant portfolio of work packages and task assignments. Provides acquisition planning assistance, oversight and control over the development and production of acquisition documents, provides specialized knowledge area assistance in evaluating proposals, providing contract administrative support services and competitive sourcing support. Performs the acquisition planning, acquisition and contract administration functions in support of contracts for projects and programs and obtains next higher level approval/concurrence of actions when required. The range of support required may be from simplified acquisition contracts to multimillion dollar value contracts. Performs all reporting requirements to Senior Management and alerts Senior Management of matters that require their attention or exceeds the authority of this labor category.

Management Consultant I:

Minimum Experience:

- MA/MS plus 8 or more years direct experience

Acceptable Substitution Experience:

- Ph.D. in a related academic field plus 1 or more years direct experience
- BA/BS plus 10 or more years direct experience
- HS/GED plus at least 20 years direct experience in a related field / industry

Functional Responsibilities: Within broad objectives, performs in a professional position requiring high level specialized knowledge and experience. Demonstrates ability to analyze complex problems, research and synthesize data, and propose unique solutions or alternatives. Individual is a recognized leader in one or more disciplines, and may serve as a prime point of contact for clients. Performs studies and reviews of management and organizational structures to evaluate performance

relative to business objectives. Advises on business strategies and realignment issues to focus on most beneficial objectives. Provides strategic advice and plans for systematic downsizing, outsourcing, and privatization. Addresses issues affecting management and workforce to improve productivity while reengineering the organization. Provides assistance in the evaluation, auditor service, and implementation support of quality standards to achieve certification. Provides leadership in government and industry meetings, briefings, and forums to facilitate the exchange of ideas and concepts. A Management Consultant I is skilled at coordinating at the project level contracting support services for the purposes of successfully specifying acquisition schedules, production, execution and close-out of enterprise specific services and systems product and associated services acquisition projects and their attendant portfolio of work packages and task assignments. Provides acquisition planning assistance, oversight and control over the development and production of acquisition documents, provides specialized knowledge area assistance in evaluating proposals, providing contract administrative support services and competitive sourcing support. Performs the acquisition planning, acquisition and contract administration functions in support of contracts for projects and programs and obtains next higher level approval/concurrence of actions when required. The range of support required may be from simplified acquisition contracts to multimillion dollar value contracts. Performs all reporting requirements to Senior Management and alerts Senior Management of matters that require their attention or exceeds the authority of this labor category.

Consultant II:

Minimum Experience:

- MA/MS plus 5 or more years direct experience

Acceptable Substitution Experience:

- BA/BS plus 8 or more years direct experience
- HS/GED plus at least 14 years direct experience in a related field / industry

Functional Responsibilities: Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. Duties include business activity and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and provides additional forms of knowledge transfer. Works within general guidelines on broadly defined projects. Individual requires originality, with some latitude for un-reviewed decision making, and frequent client contact is routine. A Consultant II is skilled at coordinating at the project level contracting support services for the purposes of specifying acquisition schedules, production, execution and close-out of enterprise specific services and systems product and associated services acquisition projects and their attendant portfolio of work packages. Provides acquisition planning assistance, oversight and control over the development and production of acquisition documents, provides specialized knowledge area assistance in evaluating proposals, providing contract administrative support services and competitive sourcing support. Performs the acquisition planning, acquisition and contract administration functions in support of contracts from simplified acquisition to multimillion dollar value and obtains next higher level approval/concurrence of actions when required. May occasionally require guidance from a more senior level staff member. Also, under the direction of a more senior staff member, performs these functions in a support role for more complex contracts exceeding \$50 million. Performs all reporting requirements to Senior Management and alerts Senior Management of matters that require their attention or exceeds the authority of this labor category.

Consultant I:

Minimum Experience:

- MA/MS plus 4 or more years direct experience

Acceptable Substitution Experience:

- BA/BS plus 6 or more years direct experience
- HS/GED plus at least 12 years direct experience in a related field / industry

Functional Responsibilities: Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. Duties include business activity and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and provides additional forms of knowledge transfer. Works within general guidelines on broadly defined projects. Individual requires originality, with some latitude for un-reviewed decision making, and frequent client contact is routine. A Consultant I is skilled at the project level in performing contracting support services for the purposes of specifying acquisition schedules, production, execution and close-out of enterprise specific services and systems product and associated services acquisition projects and their attendant work packages. Provides acquisition planning assistance, oversight and control over the development and production of acquisition documents, provides specialized knowledge area assistance in evaluating proposals, providing contract administrative support services and competitive sourcing support. Performs the acquisition planning, acquisition and contract administration functions in support of contracts from simplified acquisition to multimillion dollar value and obtains next higher level approval/concurrence of actions when required. May occasionally require guidance from a more senior level staff member. Also, under the direction of a more senior staff member, performs these functions in a support role for more complex contacts exceeding \$50 million. Performs all reporting requirements to Senior Management and alerts Senior Management of matters that require their attention or exceeds the authority of this labor category.

Associate Consultant II:

Minimum Experience:

- BA/BS plus 3 or more years direct experience

Acceptable Substitution Experience:

- Associates degree plus 4 or more years direct experience.
- HS/GED plus at least 9 years direct experience in a related field / industry

Functional Responsibilities: Performs word processing, financial, database, and other software functions; prepares forms, correspondence, and other documents. Create and assess performance measures. An Associate Consultant II performs contracting support services for the purposes of documenting acquisition schedules, production schedules and for providing close-out support for enterprise specific services and systems product and associated services acquisition projects and their attendant work packages. Provides acquisition planning assistance and production services supporting the development of acquisition documents, provides specialized knowledge area assistance in evaluating proposals, providing contract administrative support services and competitive sourcing support.. Supports the acquisition and contract administration functions. Assembles the Request For Proposal, and prepares for issuance. Organizes pre-solicitation



documents, contract documents and associated acquisition correspondence and prepares for file. Prepares the file folders and files all acquisition documents.

Associate Consultant I:

Minimum Experience:

- BA/BS plus 2 or more years direct experience

Acceptable Substitution Experience:

- Associates degree plus 3 or more years direct experience.
- HS/GED plus at least 8 years direct experience in a related field / industry

Functional Responsibilities: Perform general secretarial, administrative and office duties such as ordering supplies, maintaining records management systems. Perform basic statistical and budget work. Manage and maintain calendars and schedules and prepare invoices, reports, memos, letters, travel vouchers, and other documents using word processing, spreadsheet, database, and/or presentation software. Read and analyze incoming memos, submissions, and reports in order to determine significance and plan distribution. Open, sort, and distribute incoming correspondence, faxes and email as well as file and retrieve documents, records and reports. Prepare responses to correspondence containing routine inquiries. Maintain library documents. Communicate effectively with all levels of people within and outside the organization. Greet visitors, check clearances and determine access to individuals and groups. An Associate Consultant I performs contracting support services for the purposes of documenting acquisition schedules, production schedules and for providing close-out support for enterprise specific services and systems product and associated services acquisition projects and their attendant work packages. Provides acquisition planning assistance and production services supporting the development of acquisition documents, provides specialized knowledge area assistance in evaluating proposals, providing contract administrative support services and competitive sourcing support. Has general familiarity with the acquisition process, forms and purpose so support can be provided to the acquisition staff with a minimum of guidance. Makes data entry into contract management data base systems.

Administrator II:

Minimum Experience:

- Associates degree plus 1 year experience

Acceptable Substitution Experience:

- HS Diploma plus 3 years direct experience

Functional Responsibilities: Perform general secretarial, administrative and office duties such as ordering supplies, maintaining records management systems. Perform basic statistical and budget work. Manage and maintain calendars and schedules and prepare invoices, reports, memos, letters, travel vouchers, and other documents using word processing, spreadsheet, database, and/or presentation software. Read and analyze incoming memos, submissions, and reports in order to determine significance and plan distribution. Open, sort, and distribute incoming correspondence, faxes and email as well as file and retrieve documents, records and reports. Prepare responses to correspondence containing routine inquiries. Maintain library documents. Communicate effectively with all levels of people within and outside the organization. Greet visitors, check clearances and determine access to individuals and groups. An Administrator II provides contracting support services for the purposes of producing Federal Procurement documents at the direction of others, recording the accomplishment of acquisition schedule milestones, procurement production



schedules and milestones and provides contract close-out support services and products. . Provides acquisition assistance for the production of acquisition documents, provides assistance in documenting the evaluation of proposals, provides contract/order administrative support services support Has general familiarity with the acquisition process, forms and purpose so support can be provided to the acquisition staff with a minimum of guidance. Makes data entry into contract management data base systems.

Administrator I:

Minimum Experience:

- Associates degree

Acceptable Substitution Experience:

- HS Diploma plus 1 year direct experience

Functional Responsibilities: Perform general secretarial, administrative and office duties such as ordering supplies, maintaining records management systems. Perform basic statistical and budget work. Manage and maintain calendars and schedules and prepare invoices, reports, memos, letters, travel vouchers, and other documents using word processing, spreadsheet, database, and/or presentation software. Read and analyze incoming memos, submissions, and reports in order to determine significance and plan distribution. Open, sort, and distribute incoming correspondence, faxes and email as well as file and retrieve documents, records and reports. Prepare responses to correspondence containing routine inquiries. Maintain library documents. Communicate effectively with all levels of people within and outside the organization. Greet visitors, check clearances and determine access to individuals and groups. An Administrator I provides contracting support services for the purposes of producing Federal Procurement documents at the direction of others, documenting acquisition schedule milestones, procurement production schedules and milestones and for providing contract close-out support services and products. Provides acquisition assistance for the production of acquisition documents, provides contract administrative support services and competitive sourcing staff support. Has general familiarity with the acquisition process, forms and purpose so support can be provided to the acquisition staff with a minimum of guidance. Makes data entry into contract management data base systems.



MOBIS Contract # GS-10F-0349N
Addx Corporation Labor Rates
April 17, 2013 – April 16, 2018
Includes 0.75% IFF

SINs 874-1, 874-1RC, 874-4, 874-4RC, 874-6, 874-6RC, 874-7, 874-7RC

Labor Category	April 17, 2013 - April 16, 2014	March 24, 2014 - April 16, 2015	April 17, 2015 - April 16, 2016	April 17, 2016 - April 16, 2017	April 17, 2017 - April 16, 2018
Senior Executive Consultant	\$272.68	\$278.68	\$284.81	\$291.08	\$297.48
Executive Consultant	\$198.51	\$202.88	\$207.34	\$211.90	\$216.56
Principal Consultant II	\$180.42	\$184.39	\$188.45	\$192.59	\$196.83
Principal Consultant I	\$169.50	\$173.23	\$177.04	\$180.93	\$184.92
Sr. Management Consultant II	\$163.60	\$167.20	\$170.88	\$174.64	\$178.48
Sr. Management Consultant I	\$136.69	\$139.70	\$142.77	\$145.91	\$149.12
Management Consultant II	\$125.75	\$128.52	\$131.34	\$134.23	\$137.19
Management Consultant I	\$114.53	\$117.05	\$119.62	\$122.26	\$124.95
Consultant II	\$98.42	\$100.59	\$102.80	\$105.06	\$107.37
Consultant I	\$86.16	\$88.06	\$89.99	\$91.97	\$94.00
Associate Consultant II	\$71.08	\$72.64	\$74.24	\$75.88	\$77.54
Associate Consultant I	\$63.80	\$65.20	\$66.64	\$68.10	\$69.60
Administrator II	\$49.21	\$50.29	\$51.40	\$52.53	\$53.69
Administrator I	\$38.27	\$39.11	\$39.97	\$40.85	\$41.75



MOBIS Contract # GS-10F-0349N

Addx Corporation Office Locations

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