Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage®, a menu-driven database system. The INTERNET address GSA Advantage® is: GSAAdvantage.gov.

Multiple Award Schedule

FSC Group: Facilities, Information Technology, Professional Services, Scientific Management and Solutions, Miscellaneous
FSC Class: 561210FS
Contract number: GS-10F-0356Y

Contract period: Contract Period: June 20, 2022 through June 19, 2027

BayFirst Solutions, LLC
1025 Vermont Avenue NW, Suite 500
Washington, DC 20005
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Contract Administrator: Mr. Kevin Gooch
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Business size: Other than Small

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

Price list current as of Modification # PS-0050 effective May 18, 2022 and #PO-0011 effective May 16, 2022

Prices Shown Herein are Net (discount deducted)
## CUSTOMER INFORMATION

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s):

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1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply: Not applicable

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided:
Experience Substitutions:

H.S. Diploma + 4 years additional experience = Bachelor’s Degree
Bachelor’s Degree + 2 years additional experience = Master’s Degree
Master’s Degree + 3 years additional experience = PhD

Program Manager
(All SINs)

**Program Manager:** Performs day-to-day management of overall contract support operations, involving multiple projects and groups of personnel. Organizes, directs, and coordinates the planning and production of all contract support activities. Leads teams composed of technical and management professionals involved in analyzing, designing, developing, integrating, training, testing, documenting, implementing, and maintaining complex program solutions. Leads projects and teams in providing expert advice, assistance, guidance, analysis and counseling. Demonstrates written and oral communication skills. Establishes and alters (as necessary) effective contract support activities.

Must have at least eight years of direct supervision of personnel involved in life-cycle management support of complex programs.

Minimum Education: Master’s Degree in Business or a project-related field of study.

Graphic Designers
(SINs 541511, 541613, 541810 and 541820)

**Graphic Designer 1:** Functional responsibilities include planning, leading, creating and executing graphic design, multimedia, and communications products and tasks.

Must have at least five years of relevant work experience.

Minimum Education: Bachelor’s Degree in a project-related field of study.

**Graphic Designer 2:** Functional responsibilities include creating and executing graphic design, multimedia, and communications products and tasks.

Must have at least three years of relevant work experience.

Minimum Education: Bachelor’s Degree in a project-related field of study.

Graphic Artist
(SINs 541511, 541613, 541810 and 541820)
Graphic Artist: Functional responsibilities include creating graphic art for multimedia and communications products and tasks.

Must have at least one year of relevant work experience.

Minimum Education: Bachelor’s Degree in a project-related field of study.

Photographer/Videographer (SINs 541511, 541613, 541810 and 541820)

Photographer/Videographer: Functional responsibilities include photography, videography, and related production services for multimedia and communications products and tasks.

Must have at least one year of relevant work experience.

Minimum Education: Bachelor’s Degree in a project-related field of study.

Outreach Coordinator (SINs 541511, 541613, 541810 and 541820)

Outreach Coordinator: Functional responsibilities include strategic communications and facilitation; stakeholder and outreach management; and conference and event planning.

Must have at least two years of relevant work experience.

Minimum Education: Bachelor’s Degree in a project-related field of study.

Web Content Manager (SINs 541511, 541613, 541810 and 541820)

Web Content Manager: Functional responsibilities include web content management and 508 compliance for multimedia and communications products and tasks.

Must have at least two years of relevant work experience.

Minimum Education: Bachelor’s Degree in a project-related field of study.

Communications Writer (SINs 541511, 541613, 541810 and 541820)

Communications Writer: Functional responsibilities include creating and executing written products for multimedia and communications tasks.
Must have at least two years of relevant work experience.

Minimum Education: Bachelor’s Degree in a project-related field of study.

Communications Editor
(SINs 541511, 541613, 541810 and 541820)

**Communications Editor:** Functional responsibilities include editing of strategic communications for multimedia and communications products and tasks.

Must have at least two years of relevant work experience.

Minimum Education: Bachelor’s Degree in a project-related field of study.

Task Manager
(SINs 541511, 541613, 541810 and 541820)

**Task Manager:** Performs day-to-day management of team and task operations, possibly involving multiple sub-tasks and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning and production of all task activities. Leads team composed of technical and management professionals involved in providing a full range of integrated marketing services and solutions. Demonstrates written and oral communication skills.

Must have at least five years of relevant work experience.

Minimum Education: Bachelor’s Degree in a project-related field of study.

Project Manager
(SINs 541330ENG, 541420, 541715, 541380, 541511, 541613, 541810, 541820, 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Project Manager:** Oversees the execution of single or multiple task orders. Responsible for staffing, project planning, production, quality, project financials, and staff direction and oversight, and providing deliverables under the task order. Manages the client interface at the technical level. Assists the Program Manager as required in managing contract performance.

Must have at least eight years of relevant experience.

Minimum Education: BA/BS in a relevant field.
Task Leader
(SINs 541330ENG, 541420, 541715, 541380, 541511, 541613, 541810, 541820, 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Task Leader:** Ensures successful task completion within the scheduled timeframe consistent with the established scope of work to include technical solutions. Applies knowledge of the entire customer organization to recommend and coordinate development, enhancement and maintenance of systems and processes. Develops project plans and milestones, status reports and other deliverables, and monitors the execution of the task for quality and against planned timelines.

Must have at least five years of relevant experience.

Minimum Education: BA/BS in a relevant field.

Program Management Specialists
(SINs 541330ENG, 541420, 541715, 541380, 541511, 541613, 541810, 541820, 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Senior Program Management Specialist:** Develops and manages multiple, complex project and deliverables. Provides input to project scope, schedule and budget baselines based on an understanding of the program or system development lifecycle. Maintains changes to project baselines, monitors deliverables, conducts reviews, and manages incorporation of quality management systems for the project. Prepares presentations and other materials to support project and/or system functions. Leads activities to identify project risks and develop mitigation plans. Drafts correspondence, reports, white papers, minutes, spreadsheets, communications products, briefs, and other documentation. Maintains and tracks action items, and participates in information management.

Must have at least ten years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Program Management Specialist:** Same functional responsibilities as above.

Must have at least five years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Junior Program Management Specialist:** Same functional responsibilities as above.

Must have at least two years of relevant experience.

Minimum Education: BA/BS in a relevant field.
Engineers

(SINs 541330ENG, 541420, 541715, 541380, 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

[Note: Substitutions below a Bachelor’s Degree are not permissible for Engineers; all Engineers must have at least a Bachelor’s Degree.]

**Senior Engineer:** Plans and performs high-level engineering analysis, evaluation, design, integration, documentation, and implementation of complex solutions that require a thorough knowledge of higher mathematics, scientific, and technical skills. Designs and prepares engineering reports and related documentation, and devises charts and graphs to record results. Prepares and delivers presentations and briefings.

Must have at least ten years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Engineer:** Same functional responsibilities as above.

Must have at least five years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Junior Engineer:** Same functional responsibilities as above.

Must have at least two years of relevant experience.

Minimum Education: BA/BS in a relevant field.

Technical Writers/Editors

(SINs 541330ENG, 541420, 541715, 541380, 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Senior Technical Writer/Editor:** Gathers, analyzes, and composes complex technical information. Conducts research and ensures the use of proper technical terminology. Translates technical information into clear, readable documents to be used by technical and non-technical personnel. Organizes material and writes descriptive copy according to establish standards regarding order, clarity, conciseness, style, and terminology. Selects photographs, drawings, sketches, diagrams, and charts to illustrate material. Develops communications materials for publications, internet, strategic initiatives, user manuals, training materials, installation guides, white papers, reports, etc. Develops, writes, and edits functional descriptions, system specifications, special reports, or any other customer deliverables and documents. Provides technical writing support and deciphers directions...
provided on scripted storyboards, specifications, etc. Reviews documents for technical accuracy in accordance with applicable regulations.

Must have at least ten years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Technical Writer/Editor:** Same functional responsibilities as above.

Must have at least five years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Junior Technical Writer/Editor:** Same functional responsibilities as above.

Must have at least two years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Senior Business Subject Matter Expert**
(SINs 541330ENG, 541420, 541715, 541380, 541511, 541613, 541810, 541820, 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Senior Business Subject Matter Expert:** Provides insight and advice concerning strategic direction and applicability of up to date, industry standard solutions based on in-depth understanding of the latest developments. Responsible for providing high level vision to program/project manager or senior leadership to influence objectives of complex efforts. Provides guidance on the functional procedures/processes/policies reflecting detailed knowledge of functional areas.

Must have at least ten years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**National Security / Homeland Security Subject Matter Experts**
(SINs 541330ENG, 541420, 541715, 541380, 541511, 541613, 541810, 541820, 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Senior National Security / Homeland Security Subject Matter Expert:** Provides insight and advice concerning national security and homeland security solutions based on in-depth understanding of the latest developments. Responsible for providing high level vision to program/project manager or senior leadership to influence objectives of complex national security and homeland security efforts. Provides guidance on the functional procedures/processes/policies reflecting detailed knowledge of functional areas.
Must have at least thirteen years of relevant experience.

Minimum Education: MS/MA in a relevant field.

**National Security / Homeland Security Subject Matter Expert:** Same functional responsibilities as above.

Must have at least eight years of relevant experience.

Minimum Education: MS/MA in a relevant field.

Senior Executive Management Consultant  
(SINs 541511, 541613, 541810, 541820, 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Senior Executive Management Consultant I:** Functional responsibilities include working with the most senior members of the client organization to ensure that overall project direction, strategy and expectations are being met. An understanding of business (including government business) and the impact of managerial practices is required.

Must have at least ten years of relevant work experience and be an acknowledged policy expert in one or more areas germane to the client’s operations.

Minimum Education: Master’s Degree in Business or a project-related field of study.

**Senior Executive Management Consultant II:** Performs senior level leadership and oversight of large, complex and sensitive programs/projects, working with the most senior members of the client organization to ensure that overall project direction, strategy and expectations are being met. An understanding of business (including government business) and the impact of managerial practices is required.

Must have at least fifteen years of relevant work experience and be an acknowledged policy expert in one or more areas germane to the client’s operations.

Minimum Education: Master’s Degree in Business or a project-related field of study.

Subject Matter Expert (SME)  
(SINs 541511, 541613, 541810, 541820, 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**SME I:** Functional responsibilities include developing requirements for and providing analytic support to other team members from a project’s inception to its conclusion in the
specified subject matter area. Meets with client regularly to discuss performance, propose initiatives and establish priorities.

Must have at least five years of relevant work experience and be an acknowledged functional expert in one or more areas germane to the client’s operations.

Minimum Education: Bachelor’s Degree in Business or a project-related field of study or equivalent experience.

**SME II:** Leads strategic planning and initiatives in a specialized subject matter program area. Develops strategy, overseeing the direction and management of consulting services in a specialized field. Meets with client regularly to discuss performance, propose initiatives and establish priorities.

Must have at least eight years of relevant work experience and be an acknowledged functional expert in one or more areas germane to the client’s operations.

Minimum Education: Bachelor’s Degree in Business or a project-related field of study or equivalent experience.

**SME III:** Provides broad oversight and leadership for strategic planning and initiatives in a specialized subject matter program area. Directs strategy and management of consulting services in a specialized field. Meets with client regularly to discuss performance, propose initiatives and establish priorities.

Must have at least ten years of relevant work experience and be an acknowledged functional expert in one or more areas germane to the client’s operations.

Minimum Education: Bachelor’s Degree in Business or a project-related field of study or equivalent experience.

Management Consultant
(SINs 541511, 541613, 541810, 541820, 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Management Consultant I:** Functional responsibilities include leading/participating in management consulting subtasks requiring an understanding of organizational dynamics and business. Duties include activity and data modeling, developing business methods, identifying best practices, creating/assessing performance measures, facilitation, interviewing and training.

Must have at least four years of relevant work experience and be an acknowledged management expert in one or more areas germane to the client’s operations.

Minimum Education: Bachelor’s Degree in Business or a project-related field of study.
**Management Consultant II:** Leads management consulting tasks requiring broad understanding of organizational dynamics and business. Duties include oversight and quality assurance for: activity and data modeling, developing business methods, identifying best practices, creating/assessing performance measures, facilitation, interviewing and training.

Must have at least six years of relevant work experience and be an acknowledged management expert in one or more areas germane to the client’s operations.

Minimum Education: Bachelor’s Degree in Business or a project-related field of study.

**Management Consultant III:** Provides broad oversight and leadership for management consulting tasks requiring broad understanding of organizational dynamics and business. Duties include oversight for activity and data modeling, developing business methods, identifying best practices, creative/assessing performance measures, facilitation, interviewing and training.

Must have at least eight years of relevant work experience and be an acknowledged management expert in one or more areas germane to the client’s operations.

Minimum Education: Bachelor’s Degree in Business or a project-related field of study.

**Consultant**
(SINs 541511, 541613, 541810, 541820, 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Consultant I:** Functional responsibilities include gathering data, performing analysis, writing reports associated with project/program objectives, testing capabilities (performance monitoring and measurement), assisting other more senior colleagues in task execution.

Must have at least one year of relevant work experience and be an acknowledged process expert in one or more areas germane to the task.

Minimum Education: Bachelor’s Degree in Business or a project-related field of study.

**Consultant II:** Leads subtasks overseeing data gathering and analysis, establishing subtask priorities (planning and scheduling), leading the development of written reports and overseeing other more junior colleagues. Meets with clients regularly to discuss progress, propose initiatives and establish priorities (stakeholder briefings).

Must have at least three years of relevant work experience and be an acknowledged process expert in one or more areas germane to the task.

Minimum Education: Bachelor’s Degree in Business or a project-related field of study.
Management Analysts
(SINs 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Senior Management Analyst:** Develops and conducts complex qualitative and quantitative studies, research and analysis to evaluate, integrate or improve program/project productivity. Identifies and develops methods, plans, and documentation to streamline operating procedures, reports and systems to improve operations, achieve savings, and encourage long-range planning to assure the program/project produce results in a cost effective manner.

Must have at least ten years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Management Analyst:** Same functional responsibilities as above.

Must have at least five years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Junior Management Analyst:** Same functional responsibilities as above.

Must have at least two years of relevant experience.

Minimum Education: BA/BS in a relevant field.

Acquisition Analysts
(SINs 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Senior Acquisition Analyst:** Advises and assists functional area experts on contractual matters in the acquisition planning stages. Supports documentation development for acquisition planning and project management from mission analysis and requirements generation through design, development, production, and deployment. Plans, prepares, tracks and maintains acquisition lifecycle documentation. Supports development of acquisition milestone documentation.

Must have at least ten years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Acquisition Analyst:** Same functional responsibilities as above.

Must have at least five years of relevant experience.

Minimum Education: BA/BS in a relevant field.
**Junior Acquisition Analyst:** Same functional responsibilities as above.

Must have at least two years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Financial Analysts**

(SINs 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Senior Financial Analyst:** Analyzes acquisition financial information flows; designs and operates financial systems; performs special studies; and reports results to improve the overall operational and financial effectiveness for the program/project. Analyzes and interprets financial data to determine cost benefits, performance, trends and for forecast financial probability. Records, classifies, and summarizes financial transactions and events in accordance with generally accepted accounting principles, and applicable laws and regulations.

Must have at least ten years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Financial Analyst:** Same functional responsibilities as above.

Must have at least five years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Junior Financial Analyst:** Same functional responsibilities as above.

Must have at least two years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Scientists**

(SINs 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Senior Scientist:** Leads and coordinates complex components of large projects or series of smaller projects with responsibility for the application of advanced methods and techniques in a particular field of specialization. Develops, recommends and refines methods, theories and techniques to evaluate solutions to complex problems and to enhance performance standards, quality and productivity. Reviews literature, patents, and current practices relevant to the solution of assigned projects.
Must have at least ten years of relevant experience.
 Minimum Education: BA/BS in a relevant field.

**Scientist:** Same functional responsibilities as above.
 Must have at least five years of relevant experience.
 Minimum Education: BA/BS in a relevant field.

**Junior Scientist:** Same functional responsibilities as above.
 Must have at least two years of relevant experience.
 Minimum Education: BA/BS in a relevant field.

**Logisticians**
(SINs 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Senior Logistician:** Performs Integrated Logistics Support (ILS) activities. Plans, schedules, coordinate and estimate complex tasks associated with products or services, e.g., design, development, acquisition and maintenance, required to ensure that systems and equipment achieve the required readiness and sustainability posture at an affordable life cycle cost. Develops/ensures requirements and implementation strategies comply with logistics directives and supportability parameters. Performs and coordinates detailed analysis to ensure integration support considerations into the planning and/or design process. Evaluates deliverables for technical adequacy. Supports development of logistics acquisition milestone requirements.
 Must have at least ten years of relevant experience.
 Minimum Education: BA/BS in a relevant field.

**Logistician:** Same functional responsibilities as above.
 Must have at least five years of relevant experience.
 Minimum Education: BA/BS in a relevant field.

**Junior Logistician:** Same functional responsibilities as above.
 Must have at least two years of relevant experience.
 Minimum Education: BA/BS in a relevant field.
Configuration Management Specialists
(SINs 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Senior Configuration Management Specialist:** Defines provisions for configuration management planning, identification, improvement, change control, status accounting, and audits. Plans, identifies and maintains the original and current configuration of requirements documentation, design documentation, software, and related documentation. Regulates the change process and conducts configuration audits. Supports the Quality Assurance process audits.

Must have at least ten years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Configuration Management Specialist:** Same functional responsibilities as above.

Must have at least five years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Junior Configuration Management Specialist:** Same functional responsibilities as above.

Must have at least two years of relevant experience.

Minimum Education: BA/BS in a relevant field.

Quality Assurance Specialists
(SINs 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Senior Quality Assurance Specialist:** Demonstrates experience and ability to use analytical processes and methodologies to identify errors and evaluate them for quality and efficiency throughout the project. Applies Government regulations, manuals, and standards relating to quality assurance. Develops, monitors, evaluates and implements quality assurance plans and systems, key performance based system metrics, and conducts formal and informal reviews.

Must have at least ten years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Quality Assurance Specialist:** Same functional responsibilities as above.

Must have at least five years of relevant experience.

Minimum Education: BA/BS in a relevant field.
**Junior Quality Assurance Specialist:** Same functional responsibilities as above.

Must have at least two years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Trainer/Training Specialists**
*(SINs 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)*

**Senior Trainer/Training Specialist:** Designs effective training programs in the virtual, constructive, or real environments. Conducts research necessary to develop and revise training courses and prepares appropriate training catalogs. Develops instructor materials such as course outline, background material, and training aids. Develops student material such as course manuals, workbooks, handouts, completion certificates and course critique forms. Trains personnel by conducting formal classroom courses, workshops, seminars and/or computer-based or aided training. Coordinates for additional subject matter experts to participate in training as needed. Develops training plans and materials.

Must have at least ten years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Trainer/Training Specialist:** Same functional responsibilities as above.

Must have at least five years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Junior Trainer/Training Specialist:** Same functional responsibilities as above.

Must have at least two years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Documentation Specialists**
*(SINs 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)*

**Senior Documentation Specialist:** Supports the development and maintenance of effective information management plans, processes, and systems. Organizes, maintains, tracks, and files documentation in electronic and hard copy formats. Maintains document version control and configuration management. Evaluates documentation, specifications, reports, and presentations. Outlines and develops technical documentation detailing the design, development, testing, installation, and maintenance of systems and processes.
Must have at least ten years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Documentation Specialist:** Same functional responsibilities as above.

Must have at least five years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Junior Documentation Specialist:** Same functional responsibilities as above.

Must have at least two years of relevant experience.

Minimum Education: High School

Computer Systems Specialists
(SINs 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Senior Computer Systems Specialist:** Develops computer systems that address business requirements and aligns to system architecture standards. Provides technical support for system analysis and technical requirements. Provides system assessments and recommendations for technology requirements. Manages database creation and maintenance, testing emerging technologies into existing system configurations and integrating all systems peripherals for efficient and trouble-free operation. Establishes and documents system parameters and formats, ensures hardware and software systems compatibility and coordinates and/or modifies system parameters in terms of existing and projected computer capacity and capabilities. Revises existing systems and procedures to correct deficiencies and maintain more effective data handling, conversion, input/output requirements, and storage. Maintains and administers systems and reporting in support of contracts, financial management, performance management, information management, communications, and other related systems.

Must have at least ten years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Computer Systems Specialist:** Same functional responsibilities as above.

Must have at least five years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Junior Computer Systems Specialist:** Same functional responsibilities as above.
Must have at least two years of relevant experience.

Minimum Education: BA/BS in a relevant field.

Data Analysts
(SINs 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Senior Data Analyst:** Applies extensive knowledge and experience to obtain, integrate and report client data; develops and applies analytic methodologies and principles. Leads the application of analytic techniques and helps define project objectives and strategic direction. Resolves complex problems which require an in-depth knowledge of analytic methodologies and principles. Analyzes data, formulates conclusions and recommendations, designs and develops materials, and evaluates effectiveness in accordance with stated guidelines, specifications, and models. Conducts research, data gathering, and technical reviews. Produces written deliverables to include reports, spreadsheets, databases, formal process mapping, technical design, system testing and implementation activities. Troubleshoot issues in reports related to data. Assimilates, integrates, and interfaces technical knowledge with business / systems requirements.

Must have at least ten years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Data Analyst:** Same functional responsibilities as above.

Must have at least five years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Junior Data Analyst:** Same functional responsibilities as above.

Must have at least two years of relevant experience.

Minimum Education: BA/BS in a relevant field.

Administrative Specialists
(SINs 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Senior Administrative Specialist:** Performs administrative duties as required such as writing memos, filing, typing, and copying documents. Develops spreadsheets, maintains program, project, and task files, technical support information for program, project managers. Organizes and maintains calendars for one or more managers, schedules meetings, takes
meeting notes and distributes to attendees. Prepares correspondence, briefs, and reports and assists with planning, initiation, and tracking of task assignments and associated data.

Must have at least ten years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Administrative Specialist:** Same functional responsibilities as above.

Must have at least five years of relevant experience.

Minimum Education: High School

**Junior Administrative Specialist:** Same functional responsibilities as above.

Must have at least two years of relevant experience.

Minimum Education: High School

**Cost Analysts**

(SINs 561210FS, 541611, 541614, 541614SVC, 611430 and 611512)

**Senior Cost Analyst:** Provides cost estimating and analysis support in areas such as existing pricing and rate structures. Understands activities which occur during the total acquisition life cycle, and conducts analytical studies involving complex technical parameters, logistics requirements, schedules constraints and similar cost-influencing factors. Evaluates budget and financial systems, procurement specifications and contractual obligations to the extent they affect cost. Has knowledge of the cost estimating environment including industry and particularly government cost analysis organizations, data sources, and cost data utilization.

Must have at least ten years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Cost Analyst:** Same functional responsibilities as above.

Must have at least five years of relevant experience.

Minimum Education: BA/BS in a relevant field.

**Junior Cost Analyst:** Same functional responsibilities as above.

Must have at least two years of relevant experience.

Minimum Education: BA/BS in a relevant field.
IT Senior Executive Management Consultant (SIN 54151S)

**IT Senior Executive Management Consultant I:** Works with the most senior members of the client organization to ensure that overall project direction and expectations are being met. Typically, information technology plays a prominent role in any organization. An understanding of business (including government —business— and its intersection with IT is required. May perform data collection and interview senior staff (e.g. Executive Vice President, President, etc.). May facilitate meetings with senior personnel.

Must have at least ten years of relevant work experience and be an acknowledged expert in one or more areas germane to the client’s operations.

Minimum Education: Master’s Degree in Business, Computer Science, or a project-related field of study.

**IT Senior Executive Management Consultant II:** Performs senior level leadership and oversight of large, complex and sensitive programs/projects. The senior executive manager works with the most senior members of the client organization to ensure that overall project direction and expectations are being met. Typically, information technology plays a prominent role in any organization. An understanding of business (including government —business— and its intersection with IT is required. May perform data collection and interview senior staff (e.g., Executive Vice President, President, etc.). May facilitate meetings with senior personnel.

Must have at least fifteen years of relevant work experience and be an acknowledged expert in one or more areas germane to the client’s operations.

Minimum Education: Master’s Degree in Business, Computer Science, or a project-related field of study.

IT Subject Matter Expert (SME) (SIN 54151S)

**IT SME I:** Develops requirements for IT and related fields and provides analytic support to other team member from a project's inception to its conclusion in the subject matter area for simple to moderately complex tasks. Meets with client regularly to discuss performance, propose initiatives and establish priorities.

Must have at least five years of relevant work experience and be an acknowledged functional expert in one or more areas germane to the client’s operations.

Minimum Education: Bachelor’s Degree in Computer Science or a project-related field of study or equivalent experience.
**IT SME II**: Leads strategic planning and initiatives IT and related fields in a specialized program area. Develops strategy dictating direction and management of consulting services in a specialized field. Meets with client regularly to discuss performance, propose initiatives and establish priorities.

Must have at least eight years of relevant work experience and be an acknowledged functional expert in one or more areas germane to the client’s operations.

Minimum Education: Bachelor’s Degree in Computer Science or a project-related field of study or equivalent experience.

**IT Management Consultant**  
(SIN 54151S)

**IT Management Consultant I**: Leads/participates in IT and management consulting subtasks requiring understanding of organizational dynamics and business. Duties might include activity and data modeling, developing business methods, identifying best practices, creating/assessing performance measures, facilitation, interviewing, training.

Must have at least four years of relevant work experience and be an acknowledged management expert in one or more areas germane to the client’s operations.

Minimum Education: Bachelor’s Degree in Business, Computer Science, or a project-related field of study.

**IT Management Consultant II**: Leads management and IT consulting tasks requiring broad understanding of organizational dynamics and business. Duties might include oversight for: activity and data modeling, developing business methods, identifying best practices, creating/assessing performance measures, facilitation, interviewing, training.

Must have at least six years of relevant work experience and be an acknowledged management expert in one or more areas germane to the client’s operations.

Minimum Education: Bachelor’s Degree in Business, Computer Science, or a project-related field of study.

**IT Technology Consultant**  
(SIN 54151S)

**IT Technology Consultant I**: Leads and implements information and related technology initiatives. Oversees requirements gathering, systems development and documentation. Works with client daily to relay progress and confirm/establish priorities.
Must have at least four years of relevant work experience and be an acknowledged technical expert in one or more areas germane to the client’s operations.

Minimum Education: Bachelor’s Degree in Computer Science or a project-related field of study.

**IT Technology Consultant II:** Manages team of information technology consultants overseeing systems designs, documentation and development. Meets with client regularly to discuss progress, propose initiatives and establish priorities.

Must have at least six years of relevant work experience and be an acknowledged technical expert in one or more areas germane to the client’s operations.

Minimum Education: Bachelor’s Degree in Computer Science or a project-related field of study.

**IT Consultant (SIN 54151S)**

**IT Consultant I:** Supports consulting assignments by gathering data, performing analysis, writing reports, testing software, and assisting other more senior colleagues in task execution. May include administrative assignments in support of task assignments. May meet with client for data gathering.

Must have at least one year of relevant work experience and be an acknowledged process expert in one or more areas germane to the task.

Minimum Education: Bachelor’s Degree in Business, Computer Science, or a project-related field of study.

**IT Consultant II:** Leads consulting subtasks overseeing data gathering and analysis, establishing subtask priorities, leading the development of written reports, and overseeing other more junior colleagues. Meets with clients regularly to discuss progress, propose initiatives and establish priorities.

Must have at least three years of relevant work experience and be an acknowledged process expert in one or more areas germane to the task.

Minimum Education: Bachelor’s Degree in Business, Computer Science, or a project-related field of study.
2. Maximum order: $1,000,000.00

3. Minimum order: $100.00

4. Geographic coverage (delivery area). Worldwide

5. Point(s) of production (city, county, and State or foreign country): Same as company address


7. Quantity discounts: A 5% quantity discount will apply to all awarded labor category rates for orders over $500,000.00.

8. Prompt payment terms. Information for Ordering Offices: Net 30 days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. Foreign items (list items by country of origin). Not Applicable

10a. Time of delivery. Specified on the Task Order

10b. Expedited Delivery. Contact the Contractor for further information.

10c. Overnight and 2-day delivery. Contact the Contractor for further information.

10d. Urgent Requirements. Contact the Contractor for further information.

11. F.O.B. point(s). Destination

12a. Ordering address(es). Same as Contractor

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

13. Payment address(es). Same as Contractor

14. Warranty provision. Standard Commercial Warranty Terms & Conditions
15. Export packing charges, if applicable. Not Applicable

16. Terms and conditions of rental, maintenance, and repair (if applicable). Not Applicable

17. Terms and conditions of installation (if applicable). Not Applicable

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). Not Applicable

18b. Terms and conditions for any other services (if applicable). Not Applicable

19. List of service and distribution points (if applicable). Not Applicable

20. List of participating dealers (if applicable). Not Applicable

21. Preventive maintenance (if applicable). Not Applicable (typical response)

22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). Not Applicable

22b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov/. Not Applicable

23. Unique Entity Identifier (UEI) number. KFCFS1CE9JM5

24. Notification regarding registration in System for Award Management (SAM) database. Contractor registered and active in SAM
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BayFirst Solutions, Multiple Award Schedule (MAS) Price List
Contract # GS-10F-0356Y

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**The Service Contract Labor Standards (SCLS), formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (** in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).

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