

**General Services Administration
Federal Supply Service
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!TM, a menu-driven database system. The Internet address for GSA-Advantage!TM is: <http://www.gsaadvantage.gov>

Mission Oriented Business Integrated Services

FSC Group: 874

Contract No.: GS-10F-0371S

For more information on ordering from Federal Supply Schedules, click on the FSS Schedules button at: <http://www.fss.gsa.gov>

Contract Period: 8/10/2006 - 8/9/2011



**SM Consulting, Inc
1835 Alexander Bell Drive
Suite 240
Reston, VA 20191
Telephone: (703) 319-9030
Fax: (703) 319-9033
www.smcteam.com**

Business Size/Status: Large

Prices shown herein are NET (discount deducted).

Pricelist current through FX51 dated 01/15/2008



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GENERAL CONTRACT INFORMATION

1a. Table of Awarded Special Item Numbers (SINs):
(Please refer to page #4 for a more detailed description)

- SIN 874-1 / 874-1RC: Consulting Services

1b. Lowest Priced Model Number and Lowest Price: Please refer to our rates on page #11

1c. Labor Category Descriptions: Please refer to page #8

2. Maximum Order: \$1,000,000

3. Minimum Order: \$300

4. Geographic Coverage: Domestic & Overseas

5. Point (s) of Production: Not Applicable

6. Discount from List Price: All Prices Herein are Net

7. Quantity Discounts: Not Applicable

8. Prompt Payment Terms: Net 30 days

9a. Government Purchase Card *is* accepted at or below the micro – purchase threshold.

9b. Government Purchase Card *is* accepted above the micro – purchase threshold.

10. Foreign Items: None

11a. Time of Delivery: To Be Negotiated with Ordering Agency

11b. Expedited Delivery: To Be Negotiated with Ordering Agency

11c. Overnight and 2-Day Delivery: To Be Negotiated with Ordering Agency

11d. Urgent Requirement: To Be Negotiated with Ordering Agency

12. F.O.B. Point(s): Destination

13a. Ordering Address: SM Consulting, Inc.
Attn: GSA Orders
1835 Alexander Bell Drive, Suite 240
Reston, VA 20191

13b. For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment Address: SM Consulting, Inc.
Attn: Accounts Receivable
1835 Alexander Bell Drive, Suite 240
Reston, VA 20191

15. Warranty Provision: Not Applicable

16. Export Packing Charges: Not Applicable

- | | |
|---|---|
| 17. Terms & Conditions of Government Purchase Card Acceptance: | None |
| 18. Terms and conditions of rental, maintenance, and repair: | Not Applicable |
| 19. Terms and conditions of installation (if applicable): | Not Applicable |
| 20. Terms and conditions of repair parts indicating date of parts, price lists and any discounts from list prices: | Not Applicable |
| 20a. Terms and conditions for any other services (if applicable): | Not Applicable |
| 21. List of service and distribution points (if applicable): | Not Applicable |
| 22. List of participating dealers (if applicable): | Not Applicable |
| 23. Preventative maintenance (if applicable) | Not Applicable |
| 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants.): | Not Applicable |
| 24b. 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/ : | Contact Contract Administrator for more information. |
| 25. Data Universal Number System (DUNS) Number: | 841148856 |
| 26. SM Consulting, Inc. <i>is</i> registered in the Central Contractor Registration (CCR) database. | |
| 27. Uncompensated Overtime: | SM Consulting, Inc. does not practice uncompensated overtime. |

CONTRACT OVERVIEW

GSA awarded SM Consulting, Inc. a GSA Federal Supply Schedule contract for Mission Oriented Business Integrated Services (MOBIS), Contract No. GS-10F-0371S. The current contract period is 8/10/2006 - 8/9/2011. GSA may exercise a total of up to three additional 5 year option periods. The contract allows for the placement of Firm Fixed Price or Time and Materials task orders using the labor categories and ceiling rates defined in the contract.

CONTRACT ADMINISTRATOR

Patrick O'Mara
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MARKETING AND TECHNICAL POINT OF CONTACT

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CONTRACT USE

This contract is available for use by all federal government agencies, as a source for Mission Oriented Business Integrated Services, for worldwide use. Executive agencies, other Federal agencies, mixed –ownership Government corporations, and the District of Columbia; government contractors authorized in writing by a Federal agency pursuant to 48 CFR 51.1; and other activities and organizations authorized by statute or regulation to use GSA as a source of supply may use this contract. Additionally, contractors are encouraged to accept orders received from activities within the Executive Branch of the Federal Government.

CONTRACT SCOPE

Services specified in a task order may be performed at the contractor's facilities or the ordering agencies' facilities. The government will determine the contractor's compensation by any of several different methods (to be specified at the task order level) e.g., a firm-fixed price for services with or without incentives, labor hours or time-and-material.

The Special Item Numbers (SINs) available under this contract provide services across the full life cycle of a project. When task orders are placed, they must identify the SIN or SINs under which the task is being executed. SM Consulting, Inc. has been awarded a contract by GSA to provide services under the following SINs:

874-1 / 874-1RC: Consulting Services

A full description of each SIN definition and examples of the types of work covered by the SIN are provided below.

SPECIAL ITEM NUMBER (SIN) DESCRIPTIONS

SIN 874-1 / 874-1RC: CONSULTING SERVICES

Contractor shall provide expert advice, assistance, guidance or counseling in support of agencies' mission oriented business functions. This may include studies, analyses and reports documenting any proposed developmental, consultative or implementation efforts. Examples of consultation include but are not limited to: 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.

INSTRUCTIONS FOR PLACING ORDERS FOR SERVICES BASED ON GSA SCHEDULE HOURLY RATES

GSA provides a streamlined, efficient process for ordering the services you need. GSA has already determined that SM Consulting, Inc. meets the technical requirements and that our prices offered are fair and reasonable. Agencies may use written orders; facsimile orders, credit card orders, blanket purchase agreement orders or individual purchase orders under this contract.

If it is determined that your agency needs an outside source to provide MOBIS services, follow these simple steps:

Step 1. Develop a Statement of Work (SOW)

In the SOW, include the following information:

- Work to be performed,
- Location of work,
- Period of performance;
- Deliverable schedule, and
- Special standards and any special requirements, where applicable.

Step 2. Select Contractor and Place Order

- If the order is at or below the micro-purchase threshold, select the contractor best suited for your needs and place the order.
- If the order is exceeding but less than the maximum order threshold (MOT), prepare an RFQ;
- If the order is in excess of the MOT, prepare an RFQ. Consider expansion of competition and seek price reductions.

Step 3. Prepare a Request for Quote (RFQ)

- Include the SOW and evaluation criteria;
- Request fixed price, ceiling price, or, if not possible, labor hour or time and materials order;
- If preferred, request a performance plan from contractors and information on past experience; and include information on the basis for selection.
- May be posted on GSA's electronic RFQ system, e-Buy

Step 4. Provide RFQ to at least Three Firms

Step 5. Evaluate Offers, Select Best Value Firm, and Place Order

REQUIREMENTS EXCEEDING THE MAXIMUM ORDER

In accordance with FAR 8.404, before placing an order that exceeds the maximum order threshold, ordering offices shall:

- Review additional schedule contractors' catalogs/price lists or use the "GSA Advantage!" on-line shopping service;
- Based upon the initial evaluation, generally seek price reductions from the schedule contractor(s) appearing to provide the best value (considering price and other factors); and
- After price reductions have been sought, place the order with the schedule contractor that provides the best value and results in the lowest overall cost alternative (see FAR 8.404(a)). If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

Vendors may:

Offer a new lower price for this requirement (the Price Reduction clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations.)

- Offer the lowest price available under the contract; or
- Decline the order (orders must be returned in accordance with FAR 52.216-19).

A task order that exceeds the maximum order may be placed with the Contractor selected in accordance with FAR 8.404. The order will be placed under the contract.

Sales for orders that exceed the Maximum Order shall be reported in accordance with GSAR 552.238-74.

BLANKET PURCHASE AGREEMENT

Ordering activities may establish BPAs under any schedule contract to fill repetitive needs for supplies or services. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPAs and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). In determining how many BPAs to establish, consider:

- The scope and complexity of the requirement(s);
- The need to periodically compare multiple technical approaches or prices;
- The administrative costs of BPAs; and
- The technical qualifications of the schedule contractor(s).

Establishment of a single BPA, or multiple BPAs, shall be made using the same procedures outlined in 8.405-1 or 8.405-2. BPAs shall address the frequency of ordering, invoicing, discounts, requirements (*e.g.* estimated quantities, work to be performed), delivery locations, and time.

When establishing multiple BPAs, the ordering activity shall specify the procedures for placing orders under the BPAs.

Establishment of a multi-agency BPA against a Federal Supply Schedule contract is permitted if the multi-agency BPA identifies the participating agencies and their estimated requirements at the time the BPA is established.

Ordering from BPAs:

Single BPA. If the ordering activity establishes one BPA, authorized users may place the order directly under the established BPA when the need for the supply or service arises.

Multiple BPAs. If the ordering activity establishes multiple BPAs, before placing an order exceeding the micro-purchase threshold, the ordering activity shall:

- Forward the requirement, or statement of work and the evaluation criteria, to an appropriate number of BPA holders, as established in the BPA ordering procedures; and
- Evaluate the responses received, make a best value determination (see 8.404(d)), and place the order with the BPA holder that represents the best value.

BPAs for hourly rate services. If the BPA is for hourly rate services, the ordering activity shall develop a statement of work for requirements covered by the BPA. All orders under the BPA shall specify a price for the performance of the tasks identified in the statement of work.

Duration of BPAs. BPAs generally should not exceed five years in length, but may do so to meet program requirements. Contractors may be awarded BPAs that extend beyond the current term of their GSA Schedule contract, so long as there are option periods in their GSA Schedule contract that, if exercised, will cover the BPA's period of performance.

Review of BPAs:

The ordering activity that established the BPA shall review it at least once a year to determine whether:

- The schedule contract, upon which the BPA was established, is still in effect;
- The BPA still represents the best value (see 8.404(d)); and
- Estimated quantities/amounts have been exceeded and additional price reductions can be obtained.

The ordering activity shall document the results of its review.

LABOR CATEGORY DESCRIPTIONS

Experience Substitutions:

H.S. Diploma + 4 years additional experience	Equals	Bachelors Degrees
Bachelors Degree + 2 years additional experience	Equals	Masters Degree
Masters Degree + 4 years additional experience	Equals	Ph.D

Education Substitutions:

A Ph.D. may be substituted for 4 years of required experience with a Masters Degree or 6 years with a Bachelors Degree.
A Masters Degree may be substituted for 2 years of required experience with a Bachelors Degree.
A Bachelors Degree may be substituted for 4 years of required experience with a H.S. Diploma.

GSA Labor Category	Education	Exp.	Description
Project Manager	Bachelors Degree	4 yrs.	Responsible for the overall execution, management and administration of projects. Coordinates the activities of project personnel to ensure project deliverables are met. Manages performance of work for task orders. Reviews and approves all deliverables and monitors the quality of team members.
Business Analyst I	Bachelors Degree	4 yrs.	Prepares reports for contract deliverable submissions. Researches and analyzes problems and determines element requirements with minimum supervision. Collaborates with customer(s) to define, coordinate and track the status of task(s). Reviews program reports, technical papers, drawings, specifications, procedures, etc.; provides comments; consolidates and adjudicates comments from various organizations and prepares reports.
Business Analyst II	Bachelors Degree	6 yrs.	Analyzes business or operating procedures to devise the most efficient method of accomplishing the work. Plans study of work problems and procedures; gathers and analyzes data; organizes and documents findings of studies and prepares recommendations for implementing new systems, procedures, or organizational changes.

GSA Labor Category	Education	Exp.	Description
Business Analyst III	Bachelors Degree	8 yrs.	Develops and executes complex project tasks, applies analytical problem solving methodologies and provides direction to support staff. Performs studies, analyses and evaluations related to business organizations and processes such as: requirements analyses, feasibility studies, performance assessments, business process improvement initiatives, cost/benefit analysis, or strategic plans. Assesses the progress of research and information gathering efforts and redirects efforts of teams as necessary. Prepares, produces, and disseminates briefings, studies, reports, estimates, and assessments memoranda.
Business Consultant I	Bachelors Degree	4 yrs.	Evaluates, advises, implements and mentors on most aspects of a given industry or subject. Assists in data collection, management and analysis of projects. Provides research, writing and analysis support. Prepares reports and presents findings.
Business Consultant II	Bachelors Degree	6 yrs.	Applies knowledge in a specific functional area to the analysis, design, development, and implementation of the management/ business improvement processes, methodologies, systems, and technologies. Plans, conducts, and directs research, development, and implementation of work on specialized and/or complex tasks necessitating the organization and application of innovative approaches. Provides management and/or technical direction and support to lower-level personnel in functional area(s) of expertise. Provides high-level, specialized consulting services. Develops innovative solutions to specific functional areas.

GSA Labor Category	Education	Exp.	Description
Business Consultant IV	Bachelors Degree	10 yrs.	<p>Consults in a highly specialized functional or technical area. Provides specific technical and/or functional guidance reflecting detailed, expert knowledge of a specific area or function. Performs complex analyses and studies and presents findings through reports and presentations to management and client representatives. Uses in depth knowledge of business issues related to specialized experience in business best practices and/or the management of complex business change. Provides support to project managers and analysts.</p>

**HOURLY RATES FOR SERVICES
SIN 874-1 / 874-1RC
CLIENT SITE**

Labor Category	Yr 2 08/10/07- 08/09/08	Yr 3 08/10/08- 08/09/09	Yr 4 08/10/09- 08/09/10	Yr 5 08/10/10- 08/09/11
Project Manager	\$121.49	\$125.87	\$130.40	\$135.09
Business Analyst I	\$87.58	\$90.73	\$94.00	\$97.38
Business Analyst II	\$101.25	\$104.89	\$108.67	\$112.58
Business Analyst III	\$111.37	\$115.38	\$119.53	\$123.84
Business Consultant I	\$91.12	\$94.40	\$97.80	\$101.32
Business Consultant II	\$106.31	\$110.14	\$114.10	\$118.21
Business Consultant IV	\$134.66	\$139.50	\$144.53	\$149.73

* Overseas Delivery rates may not include the following: Post Differential Pay, Danger Pay, Travel, DBA Insurance, Medevac Insurance, Third Party Liability, Vehicle Insurance or Operations/maintenance expenses, etc.