Allied Technologies and Consulting, LLC

GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
Authorized Federal Supply Schedule Price List

MISSION ORIENTED BUSINESS INTEGRATED SERVICES (MOBIS)
Federal Supply Group: 874 **Classes:** R499

Contract Number: GS-10F-0414Y
Contract Period: 10 August 2012 – 09 August 2017

Contractor	Allied Technologies & Consulting, LLC 100 Tuscanney Drive, Suite B-2 Frederick, MD 21702
DUNS	02-0951799
Business Size	Small, Disadvantaged,Veteran Owned Business
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On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through **GSA** *Advantage*!™, a menu-driven database system. The INTERNET address for **GSA** *Advantage*!™ is: **http://www.GSAAdvantage.gov.**
For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at http://www.gsa.gov/schedules-ordering

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SECTION I - CUSTOMER INFORMATION

1a. Table of Awarded Special Item Numbers

SPECIAL ITEM NUMBER	DESCRIPTION
874-1	Integrated Consulting Services,
874-4	Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration, Learning Management, Internships,
874-6	Acquisition Management Support, and
874-7	Integrated Business Program Support Service.

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract.
N/A

1c. Hourly Rates
See Section IV – GSA Awarded Rates.

2. Maximum Order
$1,000,000.00

3. Minimum Order
$100.00

4. Geographic Coverage (delivery Area)
Domestic only

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

6. Discount from list prices or statement of net price
Government net prices (discounts already deducted). See Attachment.

7. Quantity discounts
1% for task orders over $150,000, 1.25% for orders over $250,000 and 1.5% for task orders over $400,000

8. Prompt payment terms
0.5% 10-days, net 30 days

9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold
Yes

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold
Will accept over $3,000

10. Foreign items
None

11a. Time of Delivery
Specified on the Task Order

11b. Expedited Delivery
Contact Contractor

11c. Overnight and 2-day delivery
Contact Contractor

11d. Urgent Requirements
Contact Contractor

12. F.O.B Points(s)
Destination

13a. Ordering Address
Same as Contractor

13b. Ordering procedures
For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).

14. Payment address
Same as company address

15. Warranty provision
Contractor's standard commercial warranty.

16. Export Packing Charges (if applicable)
N/A

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level)
Contact Contractor

18. Terms and conditions of rental, maintenance, and repair (if applicable)
N/A

19. Terms and conditions of installation (if applicable)

N/A

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable)
N/A

20a. Terms and conditions for any other services (if applicable)
N/A

21. List of service and distribution points (if applicable)
N/A

22. List of participating dealers (if applicable)
N/A

23. Preventive maintenance (if applicable)
N/A

24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants
N/A

24b. Section 508 compliance
The EIT standards can be found at: www.Section508.gov/.

25. Data Universal Numbering System (DUNS) number
02-0951799

26. Notification regarding registration in Central Contractor Registration (CCR) database
Registered

SECTION II - CORPORATE SUMMARY

Allied Technologies and Consulting, LLC (ATC) is a project management consulting firm, providing superior expertise and focused client engagement in an agile environment. We foster customer relationships by actively involving our subject matter experts (SMEs) to enhance client success with integrity and responsiveness.

A thriving organization with over ten years of contribution to the Defense Industry, we've been named First out of both the Top 100 Subcontinent Asian American Businesses in the U.S and the Top 100 Diversity Owned Businesses in Maryland - 2012. We have constructed a dynamic professional service organization based on quality business principles, integrity, excellence, service, and value, and are committed to applying these principles in relationships with customers and staff.

ATC focuses on solutions designed to make our clients successful in their mission, providing Information Technology (IT); Program Management, Operation and Support; Scientific and Engineering Technical Assistance; and Clinical Trial Support Services for government and commercial clients. ATC is a ISO-9001:2008 certified, minority-owned, veteran-owned small business located in Frederick, Maryland.

SECTION III - LABOR CATEGORY DESCRIPTIONS

Labor Category	Labor Category Description	Education	Yrs. Exp.
Administrative Assistant 1	Performs a variety of administrative functions. Schedules appointments, gives information to callers, and takes dictation. Composes memos, transcribes notes, and researches and creates presentations. Generates reports, handles multiple projects, and prepares and monitors invoices and expense reports. May assist with compiling and developing the annual budget.	HS	5
Administrative Assistant 2	Performs a variety of administrative functions. Schedules appointments, gives information to callers, and takes dictation. Composes memos, transcribes notes, and researches and creates presentations. Generates reports, handles multiple projects, and prepares and monitors invoices and expense reports. May assist with compiling and developing the annual budget.	HS	6
Administrative Assistant 3	Performs a variety of administrative functions. Schedules appointments, gives information to callers, and takes dictation. Composes memos, transcribes notes, and researches and creates presentations. Generates reports, handles multiple projects, and prepares and monitors invoices and expense reports. May assist with compiling and developing the annual budget.	HS	8
Administrative Assistant 4	Performs a variety of administrative functions. Schedules appointments, gives information to callers, and takes dictation. Composes memos, transcribes notes, and researches and creates presentations. Generates reports, handles multiple projects, and prepares and monitors invoices and expense reports. May assist with compiling and developing the annual budget.	Associates	7
Analyst, Senior	Employing principles of project management. Providing expert analysis. Evaluate existing processes and the current program. Assist in improving product development communication and retrieval of advanced development product oriented information by interfacing and coordinating with administrative and scientific staff, contracting personnel, budget personnel, funded executing institutions, and principal investigators. Provide support to the Integrated Product Teams by: recording meeting minutes, prepare and distribute meeting announcements, establish meeting agendas, prepare read-ahead packages for attendees, reserving conference lines for improved communication. Provide expert assistance to division Product Managers by: Liaising with Administrative Services Division, entering/collecting financial data to/from the Product Tacking System, Update and reconcile product business plan data to actual budget and execution details as recorded in the Daily Variance Report.	Bachelor	10
Budget Analyst 2	Compiles and analyzes financial information for an organization. Develops integrated revenue/expense analyses, projections, reports, and presentations. Creates and analyzes monthly, quarterly, and annual reports and ensures financial information has been recorded accurately. Identifies trends and developments in competitive environments and presents findings to senior management. Performs financial forecasting and reconciliation of internal accounts. Familiar with standard concepts, practices, and procedures within a particular field. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision. A certain degree of creativity and latitude is required. Typically reports to a supervisor or manager.	Bachelor	5

Labor Category	Labor Category Description	Education	Yrs. Exp.
Contract Administrator 1	Aids in the preparation of contractual provisions and the administration of contract proposals. Responsible for preparing bids and negotiating specifications and contractual provisions. Familiar with standard concepts, practices, and procedures within a particular field. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complex tasks. Works under general supervision; typically reports to a manager.	Bachelor	5
Executive, Senior	Responsible for direct management of the Program Manager and senior technical staff. Organizes project and task workloads and selects individuals most qualified for assignments on specific projects. Resolves project issues escalated through the Program Managers. Responsible for the employment, training, motivation and discipline of project assigned employees. Ensures the quality and merit of project deliverables. Interfaces with senior clients to ensure the project is meeting expectations, and that it is on time and performed within budget. Advanced degree in engineering or business preferred. Education Substitution: Bachelor's in Business Administration and a minimum of twelve years program related experience in related areas with at least five years functional or program management experience.	Master's in Business Admin.	10
Financial Analyst 2	Responsible for various financial functions such as budgeting, auditing, forecasting and analysis. Job responsibilities are generally more corporate oriented and broad in scope. Reviews financial data received from managers for inclusion in indirect and forward pricing rate package submission to the government. Maintains documented records supporting financial forecasts used in the rate and budget area. Responds to rate and budget questions and provides explanations to ensure management understanding. Ensures compliance with internal procedures and DAR/FAR government regulations. Participates in audits and interfaces with government auditors to ensure understanding of financial data, methodology and applicability under appropriate government regulations.	Bachelor	2
Technical/ Medical Writer 2	Responsible for researching, writing, and editing clinical/statistical reports and study protocols: summarizes data from clinical studies for submission to the Food and Drug Administration (FDA). Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. May lead and direct the work of others. A wide degree of creativity and latitude is expected. Typically reports to a supervisor or manager.	Masters	5
Program Analyst 1	Reviews, analyzes, and evaluates business systems and user needs. Formulates systems to parallel overall business strategies. Writes detailed description of user needs, program functions, and steps required to develop or modify computer programs. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals.	Bachelor	2
Program Analyst 2	Reviews, analyzes, and evaluates business systems and user needs. Formulates systems to parallel overall business strategies. Writes detailed description of user needs, program functions, and steps required to develop or modify computer programs. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals.	Bachelor	5

Labor Category	Labor Category Description	Education	Yrs. Exp.
Program Analyst 3	Reviews, analyzes, and evaluates business systems and user needs. Formulates systems to parallel overall business strategies. Writes detailed description of user needs, program functions, and steps required to develop or modify computer programs. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals.	Bachelor	8
Program Analyst 4	Reviews, analyzes, and evaluates business systems and user needs. Formulates systems to parallel overall business strategies. Writes detailed description of user needs, program functions, and steps required to develop or modify computer programs. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals.	Bachelor	10
Project Manager Technical 1	Responsible for the day-to-day tactical duties for basic Technical program. Incumbent is not responsible for P&L or business development, but is accountable to oversee results of multi-functional project teams. Responsible for the administrative/operational leadership of a project within the program guidelines set by the Program Manager and customer. Monitors project to ensure work scope, schedule, and budget are well defined and maintained. Provides coordination between resource managers/supervisors and ensures all necessary reviews and approvals are received. May conduct performance/project analyses during phase-down to benefit future/other projects/ missions/ programs. Use this job as a Default if incumbent has responsibility for combination of technical and non-technical programs.	Bachelor	Entry
Project Manager Technical 2	Responsible for the day-to-day tactical duties for a moderately complex Technical program. Incumbent is not responsible for P&L or business development, but is accountable to oversee results of multi-functional project teams. Responsible for the administrative/operational leadership of a project within the program guidelines set by the Program Manager and customer. Monitors project to ensure work scope, schedule, and budget are well defined and maintained. Provides the coordination between resource managers/supervisors and ensures all necessary reviews and approvals are received. May conduct performance/project analyses during phase-down to benefit future/other projects/missions/programs. Use this job as a Default if incumbent has responsibility for combination of technical and non-technical programs.	Bachelor	2
Regulatory Scientist 3	Oversees the regulation process for products requiring governmental approval, including filing necessary applications and handling all government interactions. Coordinates inspection of the organization and contract facilities, and develops procedures to ensure regulatory compliance. Performs a variety of tasks. Leads and directs the work of others. Typically reports to top management.	Bachelor	7
Senior Scientist 1	Supervises associate scientists in daily operations as well as conducting research for purposes in diverse biological areas and against a variety of targets. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. May lead and direct the work of others. A wide degree of creativity and latitude is expected. Typically reports to top management.	PhD	6

Labor Category	Labor Category Description	Education	Yrs. Exp.
Senior Scientist 3	Supervises associate scientists in daily operations as well as conducting research for purposes in diverse biological areas and against a variety of targets.	PhD	10
Statistician 3	Analyzes and interprets data from various sources. Compiles reports, charts, and tables based on established statistical methods. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. A wide degree of creativity and latitude is expected. Typically reports to a manager or head of a unit/department.	Bachelor	8
Subject Matter Expert 1	Subject Matter Expert - Analyzes actual and predictable interacting operational activities of a military, governmental, or business system to obtain a quantitative, rational basis for decision-making or resource allocation. Utilizes modeling and measuring techniques, mathematics, statistical methods, engineering methods, operational mathematics techniques, and other principles and laws of scientific and economic disciplines in determining solutions.	Bachelor	3
Subject Matter Expert 3	Subject Matter Expert - Analyzes actual and predictable interacting operational activities of a military, governmental, or business system to obtain a quantitative, rational basis for decision-making or resource allocation. Utilizes modeling and measuring techniques, mathematics, statistical methods, engineering methods, operational mathematics techniques, and other principles and laws of scientific and economic disciplines in determining solutions.	Bachelor	5
Technical Writer/Editor 1	Following established procedures and formats, researches, writes, edits and proofreads technical data for use in routine documents or sections of documents such as manuals, procedures and specifications. Ensures documents meet editorial and government specifications and adhere to standards for quality, graphics, coverage, format and style. Excludes those responsible only for writing or editing functions.	Bachelor	Entry
Technical Writer/Editor 2	Researches, writes, edits and proofreads technical data for use in documents or sections of documents such as manuals, procedures and specifications. Ensures technical documentation is accurate, complete, meets editorial and government specifications and adheres to standards for quality, graphics, coverage, format and style. Assists in establishing style guidelines and standards for texts and illustrations. Excludes those responsible only for writing or editing.	Bachelor	2
Technical Writer/Editor 3	Researches, organizes, writes, edits and produces technical data for major publication projects. Ensures technical documentation is accurate, complete, meets editorial and government specifications and adheres to standards for quality, graphics, coverage, format and style. May participate in the establishment of style guidelines and standards for texts and illustrations. May provide work leadership for lower level employees. Excludes those responsible only for writing or editing and those with full supervisory responsibilities.	Bachelor	5

SERVICE CONTRACT ACT (SCA) MATRIX		
SCA Eligible Labor Category	**SCA Equivalent Code Title**	**Wage Determination No.**
Administrative Assistant I	01020 Administrative Assistant	2005-2103
Administrative Assistant II	01020 Administrative Assistant	2005-2103
Administrative Assistant III	01020 Administrative Assistant	2005-2103
Administrative Assistant IV	01020 Administrative Assistant	2005-2103
Technical Writer I	30461 Technical Writer I	2005-2103
Technical Writer II	30462 Technical Writer II	2005-2103
Technical Writer III	30463 Technical Writer III	2005-2103

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the cited SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix and above. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

SECTION IV - GSA AWARDED RATES

Labor Category	Minimum Education	Minimum Experience	GSA Awarded Rate with IFF
Administrative Assistant I	HS Diploma	5	$28.95
Administrative Assistant II	HS Diploma	6	$46.98
Administrative Assistant III	HS Diploma	8	$53.39
Administrative Assistant IV	Associate's Degree	7	$77.76
Analyst, Senior	Bachelor's Degree	10	$68.79
Budget Analyst II	Bachelor's Degree	5	$67.41
Contracts Administrator I	Bachelor's Degree	3	$50.31
Executive, Senior	Master’s Degree	10	$194.25
Financial Analyst II	Bachelor's Degree	2	$79.22
Technical/Medical Writer II	Master’s Degree	5	$118.52
Program Analyst I	Bachelor's Degree	2	$62.41
Program Analyst II	Bachelor's Degree	5	$70.81
Program Analyst III	Bachelor's Degree	8	$94.05
Program Analyst IV	Bachelor's Degree	10	$111.28
Project Manager Technical I	Bachelor's Degree	Entry	$104.15
Project Manager Technical II	Bachelor's Degree	2	$122.79
Regulatory Scientist III	Bachelor's Degree	7	$134.24
Scientist, Senior I	PhD	6	$81.86
Scientist, Senior III	PhD	10	$151.48
Statistician III	Bachelor's Degree	8	$124.76
Subject Matter Expert I	Bachelor's Degree	3	$63.37
Subject Matter Expert III	Bachelor's Degree	5	$165.52
Technical Writer/Editor I	Bachelor's Degree	Entry	$39.15
Technical Writer/Editor II	Bachelor's Degree	2	$62.78
Technical Writer/Editor III	Bachelor's Degree	5	$71.70