

# Energy and Security Group, LLC



General Services Administration Federal Supply Service  
Authorized Federal Supply Schedule Price List  
MOBIS Schedule Price List  
Mission Oriented Business Integrated Services

Contract No. GS-10F-0451P

## About the Energy and Security Group:

Established in 2002, the Energy and Security Group (ESG) is a small, woman-owned energy and environment professional services consulting firm working with clients from government, industry, and international development agencies in the U.S. and overseas. ESG offers a unique set of capabilities that demonstrate experience in both domestic and international consulting in diverse areas ranging from renewable energy, rural energy, policy, finance, project management, natural resource management and security/defense related work. For more information please visit our website at [www.energyandsecurity.com](http://www.energyandsecurity.com)

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.fss.gsa.gov>

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E-mail: [info@energyandsecurity.com](mailto:info@energyandsecurity.com)  
[www.energyandsecurity.com](http://www.energyandsecurity.com)

# Company Information

Energy and Security Group, LLC  
CONTRACT NO. GS-10F-0451P

Federal Supply Group: 874  
Class: R499

Period Covered by Contract:  
July 30, 2004 to July 29, 2019

DUNS Number:  
11-665-6773

Special Item Number:  
874-1: Integrated Consulting Services

Business Size: Small Woman Owned

# Customer Information

## Ordering Instructions/ Terms and Conditions

### 1a. Authorized Special Item Numbers (SINs)

874-1 Integrated Consulting Services

1b. Lowest priced model number and lowest unit price for that model for each SIN awarded in the contract. See attached authorized pricelist.

1c. Proposed hourly rates and descriptions of all corresponding commercial job titles, experience and functional responsibilities for this contract. See labor category descriptions and pricelists below.

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

3. Minimum order: \$100

4. Geographic coverage (Delivery Area):  
Domestic Only.

5. Point (s) of production: Reston, Virginia and various customer locations.

6. Discount from list prices or statement of net price: Government net prices (Discounts are already deducted).

7. Quantity discounts: None offered.

8. Prompt payment terms: None. Payment terms are Net 30.

9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold:  YES  NO

9b. Notification that Government purchase cards are accepted or not accepted above the micro-purchase threshold: Accept over \$2,500

10. Foreign items (list items by country of origin):  
None.

11a. Time of delivery: Energy and Security Group will adhere to the delivery schedule as specified on each task order.

11b. Expedited Delivery:  
Contact Contractor.

11c. Overnight and 2-day delivery:  
Contact Contractor.

11d. Urgent Requirements:  
Contact Contractor.

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

13a. Ordering address:  
Energy and Security Group  
ATTN: Judith Siegel  
1950 Roland Clarke Place, Suite 310  
Reston, VA 20191  
Phone: 703.689.4670  
Fax: 202.609.8419  
judy@energyandsecurity.com

**13b. Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's). A sample BPA can be found at the GAS/FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).

**14. Payment address:**  
Energy and Security Group  
ATTN: Judith Siegel  
1950 Roland Clarke Place, Suite 310  
Reston, VA 20191  
Phone: 703.689.4670  
Fax: 202.609.8419  
[info@energyandsecurity.com](mailto:info@energyandsecurity.com)

**15. Warranty provision:** Same as Energy and Security Group's standard commercial warranty.

**16. Export packing charges, If applicable:** N/A

**17. Terms and conditions of Government purchase card acceptance (if applicable):** Any threshold above the micro-purchase level, contact contractor.

**18.-23:** Not Applicable.

**24a. Special attributes such as environmental attributes:** N/A

**24b. If applicable, indicate that Section 508 compliance information is available on Electronic Information Technology (EIT) supplies and services:** N/A

**25. Data Universal Numbering System (DUNS) Number:** 11-665-6773

**26. Notification regarding registration in Central Contractor Registration (CCR) Database:** Registered.

**27. Uncompensated Overtime (indicate if used):** N/A

### **Energy and Security Group** **Description of Services**

For either a fixed-price, labor hour, or time and materials (T&M) contract, MOBIS provides a range of consulting, facilitation, and program integration and project management services to assist government agencies with mission oriented business integrated services. Under MOBIS's Special Item Number 874-1, the Energy and Security Group offers:

#### **874-1 Consulting Services**

ESG can provide government agencies guidance and support in organizational development, resource allocation, financial and strategic planning, performance measurement, process, and productivity improvement. ESG will provide policy advice on economic, financial, technological, environmental, energy, and regulatory issues relevant to the management of government (including defense) resources and programs.



# MOBIS Pricing Information

The following GSA Schedule rates are effective July 30, 2014:

ESG Labor Category 874-1 Integrated Consulting Services	ESG GSA Labor Rates <sup>1</sup>
Senior Program Executive	\$ 180.99
Senior Expert	\$ 151.50
Senior Management Specialist	\$ 94.55
Management Analyst	\$ 90.50
Director Analysis and Modeling	\$ 125.74
Deputy Director Analysis and Modeling	\$ 97.38
Program Manager	\$ 90.16
Analyst III	\$ 66.56
Analyst II	\$ 53.61
Analyst I	\$ 47.82
IT Specialist	\$ 60.97
Program Assistant	\$ 41.99
Research Assistant	\$ 32.95

(1) Prices Include Industrial Funding Fee (IFF) of 0.75%

Service Contract Act (SCA) Matrix		
SCA Eligible Contract Labor Category	SCA Equivalent Code	Wage Determination (WD) Number
<i>Program Assistant</i>	<i>01020 - Administrative Assistant</i>	<i>2005-2103</i>

“The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor category. The price for the identified SCA labor categories is based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix. The price offered is 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.”

# ESG Labor Categories

## Descriptions and Qualifications

*The Energy and Security Group's areas of expertise may include renewable energy technologies, energy efficiency, energy and environmental policy and evaluation, sustainable development, analysis and modeling of decision making tools. The team also possesses strong facilitation and cross-functional team facilitation skills, benchmarking, survey design and analysis, training development, performance measurement, foreign language fluency, and international development experience, among others.*

ESG ~ MOBIS Labor Category	Minimum Education and Experience Requirements	Functional Responsibilities
Senior Program Executive	<i>MA/MS degree (or equivalent) and 20 years of relevant experience</i>	<p>Provides overall program and project leadership and vision. Provides strategic advice and guidance to senior staff pertaining to the execution and implementation of projects and programs. Controls and allocates funds and resources, and serves as client liaison.</p> <p>Possesses extensive subject matter expertise in the areas of project design and development, project management and implementation, project monitoring and evaluation, analysis and decision support work, to include cost/benefit analysis, design and application of decision support tools, policy and program evaluation, and methodology development.</p> <p>In addition, specializes in one or more of the areas of renewable energy, energy efficiency, strategic planning, social and economic development, energy security, logistics, programming and budgeting, costing and economics, and the sustainable use of natural resources, among others.</p>
Senior Expert	<i>MA/MS degree (or equivalent) and 15 years of relevant experience</i>	<p>Possesses subject matter expertise, ability to contribute to the project team, and the ability to provide clear guidance and direction to staff or team members performing on programs and projects. Has relevant expertise in one or more of the areas of: renewable energy, energy efficiency, energy security, energy/environment policy, project finance/ development, costing and economics, sustainable development, international, and/or other associated disciplines.</p>
Senior Management Specialist	<i>MA/MS degree (or equivalent) and 12 years of relevant experience</i>	<p>Performs project management activities and possesses the ability to provide guidance and direction to staff performing project management. Establishes control of funds and resources, requirements, and procedures, and serves as client liaison.</p>

		<p>Serves as a mentor to junior staff and leads the preparation of management plans, work plans, reports, and deliverables.</p> <p>Has subject matter expertise in the areas of energy/environment, international development, sustainable development, and other associated disciplines; as well as contracting management expertise, sub-contracting, and requirements compliance.</p>
<b>Management Analyst</b>	<i>MA/MS degree (or equivalent) and 7 years of relevant experience</i>	<p>In coordination with senior staff, contributes to project/program implementation; possesses experience in the management and control of funds and resources. Independently performs tasks in area of subject matter discipline.</p> <p>Provides support to managers in the preparation of contracts, sub-contracts, management plans, project deliverables, reports, research, as well as project compliance.</p> <p>Has subject matter expertise in one or more of: energy/environment, international project management, sustainable development, and/or other associated disciplines.</p>
<b>Director Modeling &amp; Analysis</b>	<i>MA/MS degree (or equivalent) and 10 years of relevant experience</i>	<p>Leads team efforts through the development of analytic methodologies, models, and tools. Develops and applies advanced methods, theories, and research techniques in the investigation and solution of complex problems at the concept, planning, design, or implementation levels.</p> <p>Leads a small to medium sized team performing tasks in areas of related expertise; or independently performs complex tasks in area of subject matter discipline. Manages projects, to include multiple projects/tasks under a program.</p>
<b>Deputy Director Modeling &amp; Analysis</b>	<i>MA/MS degree (or equivalent) and 7 years of relevant experience</i>	<p>Leads team efforts through the development of analytic methodologies, models, and tools. Develops and applies advanced methods, theories, and research techniques in the investigation and solution of complex problems at the concept, planning, design, or implementation levels.</p> <p>Leads a small to medium sized team performing tasks in areas of related expertise; or independently performs complex tasks in area of subject matter discipline. Manages projects, to include multiple projects/tasks under a program.</p>
<b>Program Manager</b>	<i>MA/MS degree (or equivalent) and 6 years of relevant experience</i>	<p>Supervises, reviews, and evaluates all project materials to ensure quality in the achievement of project/program goals and objectives within time and budget constraints. Serves as client liaison.</p> <p>Leads a small to medium team performing tasking in areas of related expertise, or independently performs complex tasks in area of subject matter discipline. Manages projects or programs, to include task management.</p> <p>Coordinates logistics and support in the organization of</p>

		workshops, meetings, and conferences; is adept at oral and written communications; other areas of expertise may include energy security, clean energy, and international development.
<b>Analyst III</b>	<i>BA/BS degree and 4 years of relevant experience</i>	<p>Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems that typically require a report or recommended solutions. These evaluations may include financial/ economic/ statistical analysis, stakeholder analysis, individual and organizational assessment and evaluation, process modeling and simulation, strategic and business planning, and performance measurement.</p> <p>Independently performs tasks in area of subject matter discipline, or serves as a team member under senior staff. Provides research, analysis, and management support for international and domestic projects and programs.</p> <p>May assist in consensus building and facilitation in forums such as workshops, meetings, and conferences.</p>
<b>Analyst II</b>	<i>BA/BS degree and 2 years of relevant experience</i>	<p>Performs evaluations of existing procedures, processes, techniques, models, and/or systems that typically require a report or recommended solutions. These evaluations may include financial/economic/ statistical analysis, literature reviews, stakeholder analysis, individual and organizational assessment and evaluation, and performance measurement.</p> <p>Independently performs tasks in area of subject matter discipline and/or serves as a team member under senior staff. Provides research, analysis, and management support for international and domestic projects and programs.</p> <p>May assist in consensus building and facilitation in forums such as workshops, meetings, and conferences.</p>
<b>Analyst I</b>	<i>BA/BS degree and 1 year of relevant experience</i>	<p>May perform initial evaluation of existing procedures, processes, techniques, models, and/or systems that typically require a report or recommended solutions. These evaluations may include financial/ economic/ statistical analysis, literature reviews, stakeholder analysis, individual and organizational assessment and evaluation, and performance measurement.</p> <p>Independently performs tasks in area of subject matter discipline and/or serves as a team member under senior staff. Provides research, analysis, and management support for international and domestic projects and programs.</p> <p>May assist in consensus building and facilitation in forums such as workshops, meetings, and conferences.</p>

IT Specialist	<i>BA/BS degree and 2 years of relevant experience</i>	<p>Maintains IT network system integrity and performance. Serves as task lead in area of expertise, independently performs complex tasks in area of subject matter discipline. Provides research, analysis, and IT support to staff, as well as projects and programs when needed.</p> <p>Serves as a technical advisor to senior and junior staff in developing and implementing technical or technology related solutions.</p> <p>Supports senior staff in initial evaluations of existing procedures, processes, techniques, models, and/or systems, as required. Offers support in software installation and use, as needed.</p>
Program Assistant	<i>High School diploma and 1 year of general experience</i>	<p>Provides support to senior staff and project/program managers.</p> <p>Performs administrative project support, report generation, bookkeeping support, assistance with employee benefits implementation, payroll, insurance, word processing support, and assistance with company's worker compensation program.</p> <p>Maintains project files, contract deliverables, briefings/presentations, travel support, and meetings preparation, as directed. Able to work independently with minimal supervision.</p>
Research Assistant	<i>High School diploma or equivalent</i>	<p>Provides research, analysis, and management support for international and domestic projects and programs.</p> <p>Applies research methods as directed by senior staff. Support may include general research and data collection. He/she is proficient in the Microsoft Office Suite. Able to work independently with minimal supervision.</p>

*ESG's Education/Experience Substitution/Equivalency table:*

Energy and Security Group (ESG) 874-1 Integrated Consulting Services	
Education	Experience
<i>High School</i>	<i>General Education Development (GED) or vocational degree</i>
<i>Associates Degree</i>	<i>2 years of experience</i>
<i>Bachelors Degree</i>	<i>4 years of Experience</i>
<i>Masters Degree</i>	<i>6 years of Experience</i>
<i>Doctorate Degree</i>	<i>8 years of experience</i>

Note: The education/experience substitution/equivalency does not apply to the labor categories requiring a BA/BS degree. The labor categories requiring a Bachelor of Arts/Bachelor of Science (BA/BS) degree or Master of Arts/Master of Science (MA/MS) degree must have at least a bachelor's degree; substitutions with a lower degree, do not apply.

# How to Use the MOBIS Schedule

GSA has established this Federal Supply Schedule (FSS) to allow customers to expedite the procurement process by pre-qualifying contractors that provide professional services. GSA has already reviewed and approved contractor qualifications, cost schedules, small and disadvantaged business subcontracting plans, and other contract requirements so that you don't have to. This streamlined system makes it faster and easier for you to select qualified contractors who best support your needs. You retain control of your project by dealing directly with the contractor, and are ensured long-term support by the five-year duration of FSS contracts.

Using the schedule for MOBIS, you can now access ESG in just a few steps.

Step 1 - Provide your Contracting Officer (CO) with your Statement of Work (SOW) and any special terms and conditions of delivery you need. Be sure to include a description of the work required, a schedule for delivery of the work, and a location for delivery and inspection of the work.

Step 2 - The CO will then issue your SOW to three contractors approved to provide professional services.

Step 3 - You and the CO review the contractors' responses and rates to determine the best value of the three.

Step 4 - The CO issues a contract order to the selected contractor, using their FSS contract.

For additional information on accessing the GSA Federal Supply Schedules, go to the GSA Advantage! TM Web site at <http://www.fss.gsa.gov>.

## Who Can Order Using This Schedule?

- Executive agencies
- Other federal agencies
- Government contractors authorized in writing by a federal agency pursuant to 48 Code of Federal Regulations (CFR) 51.1
- Mixed ownership government corporations
- The District of Columbia
- Other activities and organizations authorized by statute or regulation to use GSA as a source of supply.



[www.energyandsecurity.com](http://www.energyandsecurity.com)