
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!*, a menu-driven database system. The INTERNET address of GSA *Advantage!* is: GSAAvantage.gov.

Federal Supply Schedule For:	Professional Services Schedule (PSS)
Contract Number:	GS-10F-0482N
Federal Supply Class:	R499
FSC Group:	874
SIN Numbers:	874-1 – Integrated Consulting Services
Contract Period:	July 14, 2013 through July 13, 2018
Business Size:	Small Woman-Owned Business



Building Community. Facilitating Results.

The LEAD ALLIANCE, INC

3725 Montreux Lane, #104

Naples, FL 34114

Ph: (703) 624-8841

ATTN: Tricia Gibbons

<http://www.leadalliance.com>

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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The LEAD Alliance, Inc. is a certified woman-owned, small business (RWBE 14396) that delivers organization development, consulting and facilitation services to federal, commercial, and not-for-profit clients. These services are specifically designed and tailored to achieve results and to improve the management, organization, and business effectiveness of its clients. The corporation, which was established in 1993, holds a GSA MOBIS 874 contract for business facilitation and consulting.

The **LEAD Alliance** corporate reputation is one of delivering service that exceeds client expectations. Its reputation for excellence results in on-going work with clients and a 95% repeat business rate. A characteristic and guiding principle that differentiates the **LEAD Alliance** team from other facilitation/organization development firms is that **LEAD Alliance** builds long-term relationships with clients through partnering and collaboration. Many of its federal clients, such as the US Army Corp of Engineers, Bureau of Reclamation, US Geological Survey, and DOI Office of Secretary, have been clients for over 15 years.

LEAD Alliance's reputation for excellence is also evidenced by its business practices. It is proud to have earned an Exceptional Status on the GSA Administrative Compliance Report Card in October 2007, in September 2010, and again in July 2012 as well as an Exceptional rating for performance on the CPARS assessments. **LEAD Alliance** is dedicated to building community to address challenging business issues and to facilitating results that are realistic, actionable, and make a difference to its clients. Its unique approach, another differentiator, combines innovative and creative methodologies, visual thinking, active participation, and graphic facilitation with traditional business practices, engaging client groups to achieve desired results.

The LEAD Alliance and its associates have a wide range of experience facilitating community and stakeholder meetings for high-profile government-led projects such as the African Burial Ground (GSA & NPS), Tuskegee National Historic Site (NPS), and the Landsat-7 Customer Outreach Project (USGS). Historically and currently LEAD Alliance's business focuses on interagency projects for federal government initiatives. Past and present projects include: The Alaska Mapping Initiative (DOI, Alaska), Clean Water Action Plan (DOI, EPA, USDA), Ocean and Coastal Mapping Technical and Plan of Action (USACE, NOAA, USGS), Future Science Challenges (USFWS, USGS), and Lidar Specifications Summit (NOAA, USACE, NAVO, USGS). The **LEAD Alliance** staff has extensive experience organizing, managing, and facilitating meetings for federal advisory committees. The Trinity River Task Force, Federal Drought Policy Commission, Abrupt Climate Change Committee, and National Geospatial Advisory Committee are representative of the clients it serves.

LEAD Alliance Core Ideology

Core Purpose: contribute to our clients' success by facilitating processes that address issues, solve problems, and achieve results

Core Values:

- Exceed client expectations
- Maintain flexibility, responsiveness and integrity
- Develop long-term alliances
- Honor client confidentiality
- Commit to making a difference

We at LEAD Alliance believe in the mission of our client organizations and are proud to serve them. Significant client projects past and present include:

Facilitation & Project Planning Initiatives

- Interagency: Federal Geographic Data Committee
- DOI: National Geospatial Advisory Committee (FACA)
- NPS: Tuskegee National Historic Site
- Interagency: Clean Water Action Plan – Steering Committee
- Appalachian Trail Conservancy
- NPS: Stiltville / Biscayne National Park
- FWS: ARD Planning Meetings
- DOI: Geospatial Information Office Leadership Summit
- USGS: National Geospatial Programs Office

Strategic Visioning, Team Development & Problem-Solving

- Interagency: NSDI Strategic Plan
- Interagency: Ocean and Coastal Mapping Strategic Action Plan Workshop
- Interagency: Federal Geographic Data Committee Future Directions
- The Coca-Cola Company: Intranet Summit
- National Trust for Historic Preservation
- Robbins-Gioia, LLC
- Fannie Mae Corporate Services Team
- WBR: Administrative Services Group
- GTSI Corporation
- Qivliq Federal Services Group
- NIGP: National Institute of Government Purchasing

Community Building and Customer Outreach Initiatives

- USGS: Customer Outreach Symposium: Landsat-7
- OSM Director's Office: Interagency Coal Symposium
- NPS: Fort Sumter National Park
- NPS: NAFEO Partnership
- USGS: National Geospatial Programs Office
- City of Alexandria: Stakeholder Meetings
- NPS: African Burial Ground

Conference and Workshops

- USGS: *The National Map* Users Conference
- WBR: Native American Affairs Program Conference
- FWS – USGS: Future Science Challenges Conference
- USGS: Managers' Conference
- USACE: eGIS Tool Workshop
- USGS: Science Information Management Workshop
- USGS: Collaboration Workshop
- DHS: ISCC Action Officers Workshop
- Interagency: Lidar Specifications Summit

CUSTOMER INFORMATION

1a	Table of Awarded Special Item Numbers (SIN)	874-1 – Integrated Consulting Services 874-1/1RC
1b	Identification of lowest price model number and lowest unit price for that model for each SIN awarded in the contract.	See Below
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.	See Below
2	Maximum Order	\$1,000,000
3	Minimum Order	\$100.00
4	Geographic Coverage	Delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, and Washington, DC; and to a CONUS port or consolidation point for orders received from overseas activities.
5	Points of Production	Naples, FL 34114
6	Discount from List Prices	Prices shown herein are net (discounts deducted)
7	Quantity discounts	None
8	Prompt Payment Terms	Net 30 days
9a	Acceptance of Government Purchase Card below micro threshold:	LEAD Alliance Inc. accepts government purchase cards for orders below \$3,000.00.
9b	Acceptance of Government Purchase Card above micro threshold	LEAD Alliance Inc. accepts government purchase cards for orders totaling \$3,000.00 and above.
10	Foreign Items	None
11a	Time of Delivery	Specified on task order
11b	Expedited Delivery	Contact contractor
11c	Overnight and 2-day Delivery	Contact contractor

11d	Urgent Requirements	Contact contractor
12	FOB Point	Destination
13	Ordering Address	The LEAD Alliance Inc. 3725 Montreux Lane, #104 Naples, FL 34114 ATTN: Tricia Gibbons
14	Payment Address	The LEAD Alliance Inc. 3725 Montreux Lane, #104 Naples, FL 34114 ATTN: Tricia Gibbons
15	Warranty Provision	Contractor's Standard Commercial Warranty
16	Export Packaging Charges	Not applicable
17	Terms and Conditions of purchase card acceptance	LEAD Alliance Inc. accepts government purchase cards for orders above the micro purchase level \$3,000.00.
18	Terms and conditions of Rentals	Not applicable
19	Terms and conditions of Installation	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 of any other service	Not applicable
21	List of service and distribution points	Not applicable
22	List of participating dealers	Not applicable
23	Preventive maintenance	Not applicable
24a	Environment Attributes	None
24b	Standard Section 508 Compliance	Not applicable
25	Data Universal Numbering System (DUNS)	836250944
26	Notification regarding registration in System for Award Management (SAM formerly CCR) database	LEAD Alliance Inc. is registered in the System for Award Management (SAM formerly CCR) database.

PRICE LIST

SIN 874-1 – Integrated Consulting Services

Note: GSA has combined 874-1 (Consulting Services) and 874-2 (Facilitation Services) into Integrated Consulting Services.

SIN 874-1: Consulting Services	
Labor Category	Hourly Rate
Senior Consultant	\$175.00
Co-consultant	\$140.00
Editor	\$ 75.00
Administrative Support Staff	\$ 55.00

SIN 874-1: Facilitation Services			
Labor Category	Hourly Rate	Half Day	Daily
Senior Consultant/Facilitator	N/A	\$1,250.00	\$1,800.00
Senior Facilitator Consultant	\$175.00	N/A	N/A
Co-facilitator	N/A	\$1,000.00	\$1,400.00
Facilitation Co-consultant	\$140.00	N/A	N/A
Onsite Logistical Support Staff	N/A	\$ 300.00	\$ 600.00
Onsite Recorder	N/A	\$ 300.00	\$ 600.00
Editor	\$ 75.00	N/A	N/A
Administrative Support Staff	\$ 55.00	N/A	N/A

NOTE: Prices include Industrial Funding Fee (IFF)

LABOR CATEGORIES, DESCRIPTIONS, AND QUALIFICATIONS

Section III. Labor Categories, Descriptions, and Qualifications for SIN 874-1 – Integrated Consulting Services

Labor Category	Description	Qualifications
Senior Consultant	Serves as project lead and primary point of contact for customer. Responsible for developing proposal, framing project plan, assigning work tasks, managing overall project performance, and evaluating performance. Provides expert advice, assistance, guidance or counseling in support of management, organizational and business improvement efforts.	Master's Degree or equivalent, plus 10 years of direct experience in strategic, business, and action planning, systems alignment, cycle time, high performance work, leadership systems, performance measures and indicators, process and productivity improvement, organizational assessments, and program audits/evaluations.
Co-consultant	Serves as the second consultant assisting the Senior Consultant in providing consultant services. Provides expert advice, assistance, guidance, or counseling in support of management, organizational, and business improvement efforts.	Master's Degree or equivalent, plus 10 years of direct experience in strategic, business, and action planning, systems alignment, cycle time, high performance work, leadership systems, performance measures and indicators, process and productivity improvement, organizational assessments, and program audits/evaluations.
Editor	Provides editorial support, including general editing, proofreading, and formatting, to reports, proceedings, and other documents.	Bachelor's Degree or equivalent, plus 10 years of direct experience providing general editorial support. Knowledge of word processing, graphic, and spreadsheet software.
Administrative Support Staff	Provides overall project support. May include preparing meeting materials/content, arranging for logistics, producing support materials, and scheduling interviews, conference calls, and meetings.	Bachelor's Degree or equivalent, three years of experience providing direct support to various types and sizes of projects. Familiarity with government consulting and computer applications.

**Section III – 2. Labor Categories, Descriptions, and Qualifications
for SIN 874-1 – Integrated Consulting Services: Facilitation**

Labor Category	Description	Qualifications
Senior Facilitator	Serves as project lead and primary point of contact for customer. Responsible for developing proposal, framing project plan, assigning work tasks, managing overall project performance, and evaluating performance. Provides half-day or full-day onsite facilitation and related decision support services.	Masters Degree or equivalent, plus 10 years of direct experience in facilitation, decision support services, problem-solving techniques, dispute resolution, and convening/leading large and small groups.
Senior Facilitation Consultant	Serves as project lead and primary point of contact for customer. Responsible for developing proposal, framing project plan, assigning work tasks, managing overall project performance, and evaluating performance. Project lead. Provides a variety of consulting for facilitation services and related decision support services.	Masters Degree or equivalent, plus 10 years of direct experience in facilitation, decision support services, overall meeting planning, developing and refining agendas.
Co-facilitator	Serves as second facilitator assisting the Senior Facilitator on half-day or full-day onsite facilitation and related decision support services.	Masters Degree or equivalent, plus 10 years of direct experience in facilitation, decision support services, problem-solving techniques, dispute resolution, and convening/leading large and small groups.
Facilitation Co-consultant	Serves as the second consultant assisting the Senior Facilitation Consultant in providing a variety of consulting for facilitation services and related decision support services.	Masters Degree or equivalent, plus 10 years of direct experience in facilitation, decision support services, overall meeting planning, developing and refining agendas.
Onsite Logistical Support Staff	Provides onsite support during facilitation sessions, meetings, or conferences. May include general coordination with property management and catering services, room setup/take down, and participant registration.	Bachelor's Degree or equivalent, three years of professional work experience, plus experience providing logistical support to similar types and sizes of projects.
Onsite Recorder	Provides onsite support in the form of recording discussion content, activities, action items, and outcomes of facilitated sessions, meetings, or conferences.	Bachelor's Degree or equivalent, three years of professional work experience, plus experience recording during facilitated sessions, meetings, or conferences. Familiarity with customer and project subject matter. Knowledge of word processing software.

**Section III – 2. Labor Categories, Descriptions, and Qualifications
for SIN 874-1 – Integrated Consulting Services: Facilitation**

Labor Category	Description	Qualifications
Editor	Provides editorial support, including general editing, proofreading, and formatting, to reports, proceedings, and other documents.	Bachelor's Degree or equivalent, plus 10 years of direct experience providing general editorial support. Knowledge of word processing, graphic, and spreadsheet software.
Administrative Support Staff	Provides overall project support. May include preparing meeting materials/content, arranging for logistics, producing support materials, and scheduling interviews, conference calls, and meetings.	Bachelor's Degree or equivalent, three years of professional work experience providing direct support to various types and sizes of projects. Familiarity with government consulting and computer operations.

The Service Contract Act (SCA) is applicable to this contract as it applies to the entire 00CORP: Professional Services Schedule (PSS) and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the Contractor adds SCA labor categories / employees to the contract through the modification process, the Contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.