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 for GSA Advantage! Is: www.GSAAdvantage.gov.

Multiple Award Schedule Contract
Federal Supply Group: Office Management and Professional Services
Contract number: GS-10F-178BA

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

Contract period: June 16, 2019 to June 15, 2024

Heartland Energy Partners, LLC
6720 Curran Street
McLean, VA 22101-3803
Telephone: (703) 544-7388
Fax: (703) 596-4503
www.heartlandconsulting.com

Contract Administration: John English, President and CEO
jenglish@heartlandenergypartners.com

Business size: Service-Disabled Veteran Owned Small Business, Small Disadvantaged, 8(a) Organization

Price list current as of Modification #PS-0023 effective June 23, 2022
CUSTOMER INFORMATION:

1a. Awarded Special Item Numbers (SINs):

<table>
<thead>
<tr>
<th>SIN</th>
<th>Recovery</th>
<th>SIN Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>541219</td>
<td>541219RC</td>
<td>Budget and Financial Management Services</td>
</tr>
<tr>
<td>541611</td>
<td>541611RC</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
</tr>
<tr>
<td>541511</td>
<td>541511RC</td>
<td>Web Based Marketing</td>
</tr>
<tr>
<td>561110</td>
<td>561110RC</td>
<td>Office Administrative Services</td>
</tr>
<tr>
<td>561499N</td>
<td>561499NRC</td>
<td>Network Connectivity Support Services</td>
</tr>
<tr>
<td>OLM</td>
<td>OLMRC</td>
<td>Order-Level Materials</td>
</tr>
</tbody>
</table>

1b. Identification of the lowest labor category and rate: Refer to GSA Pricing Section.

1c. Labor Category Descriptions: Refer to Labor Category Description section.

2. Maximum order: $1,000,000 for SINs 541219, 541511, 541611, 561110, 561499N and $250,000 for SIN OLM

3. Minimum order: $100.00

4. Geographic coverage: The 50 States, Washington, D.C., and Territories

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

6. Discount from list prices or statement of net price: Net prices are shown in the pricing section

7. Quantity Discounts: Not Offered

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

9. Foreign items: Not Applicable

10a. Time of delivery: Will adhere to delivery schedule as specified by the purchase order

10b. Expedited Delivery: Items available for expedited delivery are noted in this pricelist.

10c. Overnight and 2-day delivery: Not Applicable

10d. Urgent Requirements: Not Applicable

11. F.O.B. point: Destination
12a. Ordering address:

   Heartland Energy Partners, LLC  
   6720 Curran Street  
   McLean, VA 22101-3803

12b. Ordering procedures: 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:

   Heartland Energy Partners, LLC  
   6720 Curran Street  
   McLean, VA 22101-3803

14. Warranty provision: Not Applicable

15. Export packing charges: Not Applicable.

16. Terms and conditions of rental, maintenance, and repair: Not applicable.

17. Terms and conditions of installation: Not applicable.

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

18b. Terms and conditions for any other services: Not Applicable

19. List of service and distribution points:

   Heartland Energy Partners, LLC  
   6720 Curran Street  
   McLean, VA 22101-3803

20. List of participating dealers: Not Applicable

21. Preventive maintenance: Not Applicable
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: #LV48TMKCY627

24. Notification regarding registration in System for Award Management (SAM) database. Heartland Energy Partners, LLC is registered in SAM; CAGE Code is #5TQF8

Note: 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)." and the awarded SCLS Matrix per PS-0023 SF30 Continuation document.

<table>
<thead>
<tr>
<th>Labor Categories</th>
<th>SCLS Equivalent Code and Title</th>
<th>Wage Determination Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Clerk III</td>
<td>01113 – General Clerk III</td>
<td>2015-4281</td>
</tr>
<tr>
<td>Secretary III</td>
<td>01313 – Secretary III</td>
<td>2015-4281</td>
</tr>
</tbody>
</table>
LABOR CATEGORY DESCRIPTIONS

**SINs 541219, 541219RC, 541611, 541611RC**

**Program Director**
Functional Responsibilities: Program Directors are responsible for overall technical, business and financial management of programs and projects. They direct staff, oversee program budgets, schedules, and performance and have the primary responsibility for program health. Often the single point of contact for a client, Program Directors prepare and communicate contract status and performance outcomes and are responsible for ensuring that corporate resources are available and used effectively to meet client goals and requirements. Program Directors also develop technical approaches for complex problems and provide expertise at the highest government and corporate levels.

Minimum Years of Experience: 12 years

Minimum Educational/Degree Requirements: Master’s Degree

**SINs 541219, 541219RC, 541611, 541611RC**

**Program Manager**
Functional Responsibilities: Program Managers direct multiple work streams to oversee the performance of program personnel and interface with the client on program-related issues. The Program Manager is responsible for managing multiple contract operations and ensuring quality standards and work performance on all task orders. They direct the completion of projects and apply experience in: process analysis and redesign, financial management, performance measurement and management, strategy, risk management, organization design/workforce planning or a related functional business field. The Program Manager also maintains and manages relationships with the client on all levels and directs communication across the program and with key stakeholders.

Minimum Years of Experience: 6 years

Minimum Educational/Degree Requirements: Master’s Degree

**SINs 541219, 541219RC, 541611, 541611RC**

**Subject Matter Expert**
Functional Responsibilities: Subject Matter Experts (SME) gather and organize information on problems or procedures, including present operating procedures. SMEs analyze data, develop information and assess available solutions or alternative methods of proceeding. They coordinate with clients and train users to ensure smooth implementation and functional performance of new systems, procedures or organizations. They develop and implement operational tests and assessments and maintain functional and operating documentation. SMEs plan the study of work problems and procedures such as: organizational change, communications, information flow, decision-making processes, control processes, operational effectiveness, and cost analyses. They organize and document technical findings and prepare recommendations for the implementation of new systems, procedures or organizational changes. SMEs also provide specialized knowledge in specific functional or operational domains or in analysis methods or disciplines. They oversee and manage projects and...
Minimum Years of Experience: 12 years
Minimum Educational/Degree Requirements: Master’s Degree

SINs 541219, 541219RC, 541611, 541611RC

**Project Manager**

Functional Responsibilities: Project Managers oversee the performance of project personnel and interface with the client on project-related issues. The Project Manager is responsible for managing contract operations and ensuring quality standards and work performance on all task orders. They direct completion of the project and apply experience in: process analysis and redesign, financial management, performance measurement and management, strategy, risk management, organization design/workforce planning or a related functional business field. The Project Manager also maintains and manages relationships with the client and directs communication across the project and with key stakeholders.

Minimum Years of Experience: 3 years
Minimum Educational/Degree Requirements: Bachelor’s Degree

SINs 541219, 541219RC, 541611, 541611RC

**Senior Analyst**

Functional Responsibilities: Analysts gather and organize information on problems or procedures, including present operating procedures. They analyze data, develop information, and assess available solutions or alternative methods of proceeding. Our Analysts coordinate with clients and train users to ensure smooth implementation and functional performance of new systems, procedures, or organizations. They develop and implement operational tests and assessments as well as develop and maintain functional and operating documentation. The Analysts plan study of work problems and procedures (for example, organizational change, communications, information flow, decision-making processes, control processes, operational effectiveness, or cost analyses). They organize and document findings of studies and prepare recommendations for implementation of new systems, procedures or organizational changes. They also oversee and manage projects and programs.

Minimum Years of Experience: 8 years
Minimum Educational/Degree Requirements: Bachelor’s Degree

SINs 541219, 541219RC, 541611, 541611RC

**Analyst 3**

Functional Responsibilities: Analysts gather and organize information on problems or procedures, including present operating procedures. They analyze data, develop information, and assess available solutions or alternative methods of proceeding. Our Analysts coordinate with clients and train users to ensure smooth implementation and functional performance of new systems, procedures, or organizations. They develop and implement operational tests and assessments as well as develop and maintain functional and operating documentation. The Analysts plan study of work problems and
procedures (for example, organizational change, communications, information flow, decision-making processes, control processes, operational effectiveness, or cost analyses). They organize and document findings of studies and prepare recommendations for implementation of new systems, procedures or organizational changes. They also oversee and manage projects and programs.

Minimum Years of Experience: 6 years

Minimum Educational/Degree Requirements: Bachelor’s Degree

SINs 541219, 541219RC, 541611, 541611RC

Analyst 2

Functional Responsibilities: Analysts gather and organize information on problems or procedures, including present operating procedures. They analyze data, develop information, and assess available solutions or alternative methods of proceeding. Our Analysts coordinate with clients and train users to ensure smooth implementation and functional performance of new systems, procedures, or organizations. They develop and implement operational tests and assessments as well as develop and maintain functional and operating documentation. The Analysts plan study of work problems and procedures (for example, organizational change, communications, information flow, decision-making processes, control processes, operational effectiveness, or cost analyses). They organize and document findings of studies and prepare recommendations for implementation of new systems, procedures or organizational changes. They also oversee and manage projects and programs.

Minimum Years of Experience: 4 years

Minimum Educational/Degree Requirements: Bachelor’s Degree

SINs 541219, 541219RC, 541611, 541611RC

Analyst 1

Functional Responsibilities: Analysts gather and organize information on problems or procedures, including present operating procedures. They analyze data, develop information, and assess available solutions or alternative methods of proceeding. Our Analysts coordinate with clients and train users to ensure smooth implementation and functional performance of new systems, procedures, or organizations. They develop and implement operational tests and assessments as well as develop and maintain functional and operating documentation. The Analysts plan study of work problems and procedures (for example, organizational change, communications, information flow, decision-making processes, control processes, operational effectiveness, or cost analyses). They organize and document findings of studies and prepare recommendations for implementation of new systems, procedures or organizational changes. They also oversee and manage projects and programs.

Minimum Years of Experience: 2 years

Minimum Educational/Degree Requirements: Bachelor’s Degree
Consultant
Description: Possess demonstrated knowledge, experience, and ability in the development of solutions, recommendations, or outcomes across multiple complex tasks and/or organizations. Evaluates option in the context of project objectives and contributes to the implementation of strategic direction. Supports project objectives through activities such as conducting interviews, gathering data, and developing recommendations in support of project objectives. Directs the activities of other staff as necessary.

Minimum Years of Experience: 6 years
Minimum Educational/Degree Requirements: Bachelor’s Degree

Staff Advisor
Description: Performs evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues which would require a report and recommend solutions. Principal duties may include, but is not limited to, work breakdown structures, prepare charts, tables, graphs, and diagrams to assist in analyzing problems. Provides daily supervision and direction to administrative staff.

Minimum Years of Experience: 0 Years
Minimum Years of Experience: Bachelor’s Degree

Senior Advisor
Description: Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues which would require a report and recommend solutions. Principal duties may include, but is not limited to, work breakdown structures, prepare charts, tables, graphs, and diagrams to assist in analyzing problems. Provides daily supervision and direction to administrative staff.

Minimum Years of Experience: 3 Years
Minimum Years of Experience: Bachelor’s Degree

Junior Consultant
Description: Performs specific elements of engagements and oversee sections of engagements with direct supervision. Responsibilities include independently performing major parts of engagements, directing and instructing the work of entry level consultants, reviewing completed work, and directing revisions if necessary. JC makes decisions on routine accounting and reporting matters with the assistance of managers and directors.

Minimum Years of Experience: 2 Years
Minimum Years of Experience: Bachelor’s Degree

SINs 541219, 541219RC

**Jr. Analyst 1**
Description: Under supervision, assists in defining and executing activities within a project. These activities may consist of planning, performance management, capacity planning, testing and validation, benchmarking, engineering, and development and staffing of a management plan.

  a. Performs planning, performance management, capacity planning, testing and validation, benchmarking, directed analytical tasking, data collection, data base development.
  b. Related analysis, development and staffing of project/task documents.
  c. Supports project analysts as required.
  d. May perform other duties as assigned.

Minimum Years of Experience: 0 Years

Minimum Years of Experience: Bachelor’s Degree

SINs 541219, 541219RC

**Jr. Analyst 2**
Description: Under supervision, assists in defining and executing activities within a project. These activities may consist of planning, performance management, capacity planning, testing and validation, benchmarking, engineering, and development and staffing of a management plan.

  1. Performs planning, performance management, capacity planning, testing and validation, benchmarking, directed analytical tasking, data collection, data base development.
  2. Related analysis, development and staffing of project/task documents.
  3. Supports project analysts as required.
  4. May perform other duties as assigned.

Minimum Years of Experience: 1 Year

Minimum Years of Experience: Bachelor’s Degree

SINs 541219, 541219RC

**Jr. Analyst 3**
Description: Under supervision, assists in defining and executing activities within a project. These activities may consist of planning, performance management, capacity planning, testing and validation, benchmarking, engineering, and development and staffing of a management plan.

  1. Performs planning, performance management, capacity planning, testing and validation, benchmarking, directed analytical tasking, data collection, data base development.
  2. Related analysis, development and staffing of project/task documents.
  3. Supports project analysts as required.
  4. May perform other duties as assigned.

Minimum Years of Experience: 3 Years

Minimum Years of Experience: Bachelor’s Degree
<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>GSA Schedule Labor Category</th>
<th>Minimum Education</th>
<th>Minimum Experience</th>
<th>Labor Category Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Programming Subject Matter Expert (SME)</td>
<td>Bachelors</td>
<td>6</td>
<td>Develops and/or maintains operating systems, communications software, database packages, compilers, assemblers, and utility programs. Knowledgeable of government regulations, manuals, technical orders and standards as applied to the development of government systems. Modifies existing and creates special purpose software and ensures system efficiency and integrity. Analyzes systems requirements and design specifications. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including project plans, software program and user documentation. Enhances software to reduce operating time or improve efficiency.</td>
</tr>
<tr>
<td>2</td>
<td>X-Path Development Specialist</td>
<td>Bachelors</td>
<td>4</td>
<td>Knowledgeable in the XPath language and understanding of tree representation of the XML document, and provides the ability to navigate around the tree, selecting nodes by a variety of criteria.</td>
</tr>
<tr>
<td>3</td>
<td>508 Compliance Subject Matter Expert (SME)</td>
<td>Bachelors</td>
<td>1</td>
<td>Knowledge of graphic design and publications layout. Will create and edit simple documents to insure accessibility for people with disabilities in compliance with Section 508 requirements and standards. Convert and format documents to be readable by assistive technology devices following Federal and departmental policies. Review procedures for improving compliance. Will recommend and implement a system of workflow to insure compliance is part of the document/publication development process.</td>
</tr>
<tr>
<td>4</td>
<td>Drupal Development Subject Matter Expert (SME)</td>
<td>Bachelors</td>
<td>4</td>
<td>Writes a lot of PHP and other server side languages. Writes custom modules, automated tests, consume web services, automate deployment etc. Involved in some of the more advanced side of the theme layer as well. Makes use of modules to allow site administrators to organize and display content, customize appearance, and manage routine tasks, such as registration for websites requiring user names and passwords</td>
</tr>
</tbody>
</table>
**SIN 561499N Network Connectivity Support Services**

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>GSA Schedule Labor Category</th>
<th>Minimum Education</th>
<th>Minimum Experience</th>
<th>Labor Category Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Business Subject Matter Expert</td>
<td>Bachelors</td>
<td>6</td>
<td>Knowledgeable in object-oriented Java software development and in dealing with search engines (e.g. Elasticsearch or Apache Solr). Understanding of how search result rankings work and how to influence them. Experience in the area of NLP (Natural Language Processing) such as stemming, lemmatization, etc. Initial experience in working with NoSQL databases such as MongoDB or Redis. Knowledge of the Python programming language and a basic understanding of Machine Learning.</td>
</tr>
</tbody>
</table>

**561110 Office Administrative Services**

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>GSA Schedule Labor Category</th>
<th>Minimum Education</th>
<th>Minimum Experience</th>
<th>Labor Category Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>General Clerk III</td>
<td>HS</td>
<td>1</td>
<td>Receiving incoming phone calls for the agency and greeting visitors, taking messages and/or referring callers and visitors to the appropriate section or staff. Organizing and maintaining a wide range of files pertinent to the operation of the agency; maintaining the electronic and hard copy official files as required. Performing duties which may include, but not all inclusive, scanning, photocopying, mass mailings, preparing spreadsheets, shipping, ordering, etc.</td>
</tr>
<tr>
<td>2</td>
<td>Secretary III</td>
<td>HS</td>
<td>1</td>
<td>Will assist staff with preparing and processing documents and correspondence, checking documents for accuracy and completeness, gathering information, recording data, establishing and maintaining files, and transmitting information. Assist with information gathering and transmittal related to audit request, monthly reviews, and other quality assurance measures. Will assist staff with travel arrangements such as research for hotel locations and costs, and purchasing. will assist with purchasing, records management and correspondence, mail management and distribution, and other administrative services.</td>
</tr>
</tbody>
</table>

**Degree/Experience Equivalency***

<table>
<thead>
<tr>
<th>Degree</th>
<th>Experience Equivalence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelors</td>
<td>Associate degree + 2 years relevant experience, or 4 years relevant experience</td>
</tr>
<tr>
<td>Masters</td>
<td>Bachelors + 2 years relevant experience, or Associated + 4 years relevant experience</td>
</tr>
<tr>
<td>Doctorate</td>
<td>Masters + 2 years relevant experience, Bachelors + 4 years relevant experience</td>
</tr>
</tbody>
</table>

* Successful completion of higher education which has not yet resulted in a degree may be counted as 1 for 1 years of experience for each year of college completed
<table>
<thead>
<tr>
<th>SIN</th>
<th>Labor Category</th>
<th>GSA PRICE + IFF</th>
<th>GSA PRICE + IFF</th>
</tr>
</thead>
<tbody>
<tr>
<td>541511</td>
<td>Programming Subject Matter Expert (SME)</td>
<td>$179.30</td>
<td>$183.61</td>
</tr>
<tr>
<td>541511</td>
<td>X-Path Development Specialist</td>
<td>$142.12</td>
<td>$145.53</td>
</tr>
<tr>
<td>541511</td>
<td>508 Compliance Subject Matter Expert (SME)</td>
<td>$103.78</td>
<td>$106.27</td>
</tr>
<tr>
<td>541511</td>
<td>Drupal Development Subject Matter Expert (SME)</td>
<td>$142.12</td>
<td>$145.53</td>
</tr>
<tr>
<td>541219</td>
<td>Jr. Analyst 1</td>
<td>$62.23</td>
<td>$63.72</td>
</tr>
<tr>
<td>541219</td>
<td>Jr. Analyst 2</td>
<td>$68.25</td>
<td>$69.89</td>
</tr>
<tr>
<td>541219</td>
<td>Jr. Analyst 3</td>
<td>$72.26</td>
<td>$73.99</td>
</tr>
<tr>
<td>541219</td>
<td>Junior Consultant</td>
<td>$75.28</td>
<td>$77.09</td>
</tr>
<tr>
<td>541219</td>
<td>Senior Advisor</td>
<td>$73.56</td>
<td>$75.32</td>
</tr>
<tr>
<td>541219</td>
<td>Staff Advisor</td>
<td>$50.08</td>
<td>$51.27</td>
</tr>
<tr>
<td>541219, 541611</td>
<td>Analyst 1</td>
<td>$94.24</td>
<td>$96.49</td>
</tr>
<tr>
<td>541219, 541611</td>
<td>Analyst 2</td>
<td>$100.13</td>
<td>$102.54</td>
</tr>
<tr>
<td>541219, 541611</td>
<td>Analyst 3</td>
<td>$133.11</td>
<td>$136.30</td>
</tr>
<tr>
<td>541219, 541611</td>
<td>Consultant</td>
<td>$146.43</td>
<td>$149.94</td>
</tr>
<tr>
<td>541219, 541611</td>
<td>Program Director</td>
<td>$315.35</td>
<td>$322.91</td>
</tr>
<tr>
<td>541219, 541611</td>
<td>Program Manager</td>
<td>$186.06</td>
<td>$190.52</td>
</tr>
<tr>
<td>541219, 541611</td>
<td>Project Manager</td>
<td>$138.66</td>
<td>$141.98</td>
</tr>
<tr>
<td>541219, 541611</td>
<td>Senior Analyst</td>
<td>$161.33</td>
<td>$165.20</td>
</tr>
<tr>
<td>541219, 541611</td>
<td>Subject Matter Expert</td>
<td>$214.15</td>
<td>$219.28</td>
</tr>
<tr>
<td>561499N</td>
<td>Business Subject Matter Expert</td>
<td>$174.08</td>
<td>$178.26</td>
</tr>
<tr>
<td>561110</td>
<td>General Clerk III</td>
<td>$33.00</td>
<td>$33.79</td>
</tr>
<tr>
<td>561110</td>
<td>Secretary III</td>
<td>$36.87</td>
<td>$37.75</td>
</tr>
</tbody>
</table>