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 GSA Advantage!® is: GSAAdvantage.gov.

FSC Group: Information Technology/Professional Services

**CONTRACT NUMBER**: - GS-35F-124DA

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

**CONTRACT PERIOD**: DECEMBER 31, 2020 THROUGH DECEMBER 30, 2025

Constellation

Pricelist current as of Modification #PS-0018 effective June 16, 2022.

**Constellation Inc.**

1400 Mayhurst Blvd, McLean VA 22102
Phone: (703) 307-4644
Fax: (703) 940-0297
Web Site: www.ConstellationInc.com

Contact for Contract Administration: Sumeet Luthra, President
Email for Contract Administration: sluthra@ConstellationInc.com

**BUSINESS SIZE**: SMALL

Prices Shown Herein are Net (discount deducted)
CUSTOMER INFORMATION

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Information Technology (IT) Professional Services</td>
</tr>
<tr>
<td>541611</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
</tr>
<tr>
<td>OLM</td>
<td>Order-Level Materials (OLM)</td>
</tr>
</tbody>
</table>

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

See Pages 11 and 20

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. If hourly rates are not applicable, indicate “Not applicable” for this item. See Pricing Below

2. Maximum order. $1,000,000.00

3. Minimum order. $100.00

4. Geographic coverage (delivery area). Domestic, 50 States for SIN 54151S & Worldwide for SIN 541611

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


7. Quantity discounts. None

8. Prompt payment terms. Net 30 days for SIN 54151S & 1%-10 days, Net 30 days for SIN 541611. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. Foreign items (list items by country of origin). None

10a. Time of delivery. (Contractor insert number of days.) Specified on the Task Order
CUSTOMER INFORMATION CONT’D

10b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price lists that have expedited delivery. Contact Contractor

10c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery. Contact Contractor

10d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery. Contact Contractor

11.F.O.B. point(s). Destination

12a. Ordering address(es) Constellation Inc
1400 Mayhurst Blvd.
McLean VA 22102

12b. 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(es).


15. Export packing charges, if applicable. N/A

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

17. Terms and conditions of installation (if applicable). N/A

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). N/A

18b. Terms and conditions for any other services (if applicable). N/A

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

20. List of participating dealers (if applicable). N/A
CUSTOMER INFORMATION CONT’D

21. Preventive maintenance (if applicable). N/A

22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). None

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/. N/A

23. Unique Entity Identifier (UEI) number. F93GMYJCTJR8

24. Notification regarding registration in System for Award Management (SAM) database. registered
1. **SCOPE**
   a. The prices, terms and conditions stated under Special Item Number 54151S Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.
   b. The Contractor shall provide services at the Contractor’s facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. **PERFORMANCE INCENTIVES** I-FSS-60 Performance Incentives (April 2000)
   a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.
   b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
   c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity’s mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. **ORDER**
   a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
   b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. **PERFORMANCE OF SERVICES**
   a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
   b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
   c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
   d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. **STOP-WORK ORDER** (FAR 52.242-15) (AUG 1989)
   (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is
delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either:

1. Cancel the stop-work order; or
2. Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if:

1. The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
2. The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES


7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data ± General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Professional Services.

9. INDEPENDENT CONTRACTOR

All IT Professional Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.
“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES
The Contractor, upon completion of the work ordered, shall submit invoices for IT Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS
For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.2 12-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIAITON I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIAITON I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31 (Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements Commercial Item Acquisition As prescribed in 16.601 (e)(3), insert the following provision:
(a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by
   (1) The offeror;
   (2) Subcontractors; and/or
   (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES
Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

14. INCIDENTAL SUPPORT COSTS
Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS
The ordering activity may require that the Contractor receive, from the ordering activity's Contracting
16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

Commercial Job Title: Application Engineer (Intermediate)

Minimum/General Experience: 2 years experience in software application and system programming.

Functional Responsibility: Works from specifications to develop or modify software applications. Assists with design, coding, benchmark testing, debugging and documentation of programs. Applications generally dealing with utility programs, web based language tools, macros, subroutines and other control modules. Works on most phases of software systems programming applications, and may require instruction and guidance in other phases.

Minimum Education: Bachelor’s Degree in Math, Computer Science, Engineering or related field.

Commercial Job Title: Data Management Specialist (Senior)

Minimum/General Experience: 5 years experience in planning and providing daily supervision to staff.

Functional Responsibility: Manages the development of database projects. Plans and budgets staff and database resources. When necessary, reallocates resources to maximize benefits. Prepares and delivers presentations on database management systems (DBMS) concepts. Provides daily supervision and direction to support staff.

Minimum Education: Bachelor’s Degree in Math, Computer Science, Engineering or related technical field.

Commercial Job Title: Functional Analyst (Senior)

Minimum/General Experience: 2 years experience in requirements and integration.

Functional Responsibility: Analyze user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Performs functional analysis to identify required tasks and their interrelationships. Possesses expert knowledge and experience in the requirements and integration. Works with engineers on systems integration. Provides daily supervision and direction to support staff.

Minimum Education: Bachelor’s Degree in Business, Management or related field
**Commercial Job Title: Information Engineer (Principal)**

**Minimum/General Experience:** 5 years experience with such methodologies as IDEF 0 process modeling and IDEF lx data modeling.

**Functional Responsibility:** Applies an enterprise-wide set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Develops analytical and computational techniques and methodology for problem solutions. Performs enterprise wide strategic systems planning, business information planning, business and analysis. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools: such as Integrated Computer-Aided Software Engineering (I-CASE) or similar tools. Applies reverse engineering and re-engineering disciplines to develop migration strategic and planning documents. Has experience with such methodologies as IDEF 0 process modeling and IDEF lx data modeling. Provides technical guidance in software engineering techniques and automated support tools.

**Minimum Education:** Bachelor’s Degree in Math, Computer Science, Engineering or related technical field.

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**Commercial Job Title: IT Consultant**

**Minimum/General Experience:** 2 years experience Performing analyses and studies and prepares reports

**Functional Responsibility:** Leads major portions of large or medium projects, and leads small projects autonomously. Provides highly technical and specialized solutions to complex IT problems. Performs analyses and studies and prepares reports; Gathers facts through research, interviews, surveys, etc. analyzes the client's business, draws conclusions, prepares final reports and gives presentations. Uses in-depth consultative skills and business knowledge to practice business objectives and processes

**Minimum Education:** Bachelor’s Degree in Math, Computer Science, Engineering, Business Management or related technical field.

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**Commercial Job Title: Project Manager**

**Minimum/General Experience:** 5 years experience as the project manager for a large.

**Functional Responsibility:** Serves as the project manager for a large, complex task order or a group of task orders implementing a common standard/migration system and shall assist the Program Manager in working with the Government Contracting Officer (KO), the task order-level TMs, government management personnel and customer agency
representatives, under the guidance and direction of the Program Manager. Responsible for the overall management of the specific task order(s) and insuring that the technical solutions and schedules in the task order are implemented in a timely manner. Performs enterprise wide horizontal integration planning and interfaces to other functional systems.

**Minimum Education:** Bachelor’s Degree in Math, Computer Science, Engineering, Business Management or related technical field.

**Commercial Job Title:** Systems Developer

**Minimum/General Experience:** 2 years experience Creating and/or maintaining operating systems

**Functional Responsibility:** Creates and/or maintains operating systems, communications software, data base packages, compilers, assemblers, and utility programs. Modify existing software as well as create special-purpose software to ensure efficiency and integrity between systems and applications.

**Minimum Education:** Bachelor’s Degree in computer science, programming or related field.

**Commercial Job Title:** Subject Matter Expert

**Minimum/General Experience:** 10 years experience in Developing requirements from a project's inception to its conclusion for a particular IT subject matter area

**Functional Responsibility:** Develops requirements from a project's inception to its conclusion for a particular IT subject matter area (i.e. simple to complex systems). Assists other project members with analysis and evaluation and with the preparation of recommendations for system improvements, optimization, development, and or maintenance efforts in the following specialties: information systems architecture; networking; telecommunications; automation; communications protocols; risk management electronic analysis; software; life-cycle management; software development methodologies; and modeling and simulation.

**Minimum Education:** Bachelor’s Degree in Math, Computer Science, Engineering, Business Management or related technical field.
## GSA PRICELIST

<table>
<thead>
<tr>
<th>SIN</th>
<th>Labor Category</th>
<th>GSA Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Application Engineer (Intermediate)</td>
<td>$106.96</td>
</tr>
<tr>
<td>54151S</td>
<td>Data Management Specialist (Senior)</td>
<td>$128.54</td>
</tr>
<tr>
<td>54151S</td>
<td>Functional Analyst (Senior)</td>
<td>$93.15</td>
</tr>
<tr>
<td>54151S</td>
<td>Information Engineer (Principal)</td>
<td>$144.94</td>
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<tr>
<td>54151S</td>
<td>IT Consultant</td>
<td>$116.23</td>
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<tr>
<td>54151S</td>
<td>Project Manager</td>
<td>$151.20</td>
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<td>54151S</td>
<td>Systems Developer</td>
<td>$85.56</td>
</tr>
<tr>
<td>54151S</td>
<td>Subject Matter Expert</td>
<td>$164.19</td>
</tr>
</tbody>
</table>
Pricing for SIN 541611

GSA Labor Category Descriptions:

**Project Manager - Junior**

**Overview**
Plans, directs and coordinates activities of projects to ensure that goals or objectives of projects are accomplished within prescribed time frame and funding parameters. Has strong technical skills and training.

**Experience**
Project Manager Jr has a minimum 2 years’ experience managing small to medium size projects within an organization. Conducts technology and vendor research to help establish costs and financial data for project budgets and return on investments.

**Functional Responsibilities**
Reviews and creates project proposals and plans to determine time frame, funding required, procedures for accomplishing projects, staffing requirements and allotment of available resources to various phases of projects. A Project Manager I is qualified to perform such tasks as:

1. Establishes work plan and multi-disciplinary staffing for each phase of project and ensures for assignment of required project personnel.
2. Directs and coordinates activities of project personnel to ensure project progresses on schedule, maintains adherence to requirements and stays within budget.
3. Conducts surveys to determine user needs.
4. Managing teams and team leaders assigned to specific project areas or tasks.
5. Schedules activities to observe priority of interest based on project time frames and funding.
6. Confers with project staff to outline work plan and to assign duties, responsibilities and scope of authority.
7. Prepares project reports for management, clients or others.
8. Confers with project personnel to provide technical advice and to resolve problems.

**Minimum Education Level:** Bachelors degree in management
Project Manager

Overview
Plans, directs and coordinates activities of projects to ensure that goals or objectives of projects are accomplished within prescribed time frame and funding parameters. Has strong technical skills and advanced training in project planning methodologies such Capability Maturity Model, Project Management Institute PMI certification or other industry recognized certifications.

Experience
Project Manager has a minimum 4 years’ experience managing medium to large size projects within an organization. has project responsibility for several on-going projects. Skilled and experienced in creating detailed project cost estimates and budgets.

Functional Responsibilities
Reviews and creates project proposals and plans to determine time frame, funding required, procedures for accomplishing projects, staffing requirements and allotment of available resources to various phases of projects. A Project Manager II is qualified to perform such tasks as:

1. Establishes work plan and multi-disciplinary staffing for each phase of project and ensures for assignment of required project personnel.
2. Directs and coordinates activities of project personnel to ensure project progresses on schedule, maintains adherence to requirements and stays within budget.
3. Conducts surveys to determine user needs.
4. Managing teams and team leaders assigned to specific project areas or tasks.
5. Schedules activities to observe priority of interest based on project time frames and funding.
6. Confers with project staff to outline work plan and to assign duties, responsibilities and scope of authority.
7. Establishes budgets for projects.
8. Manages staff and consultants.
9. Prepares project reports for management, clients or others.
10. Confers with project personnel to provide technical advice and to resolve problems.

Minimum Education Level: Bachelors degree in management.
Technical Writer/Editor

Overview
Plans, directs and coordinates activities of projects to ensure proper documentation, manuals, on-line information is consistent, edited, proof-read, and manages quality control of printed and on-line materials.

Experience
Technical Writer/Editor has a minimum 2 years’ experience managing small to medium size projects within an organization.

Functional Responsibilities
- Organize material and complete writing assignment according to set standards regarding order, clarity, conciseness, style, and terminology.
- Maintain records and files of work and revisions
- Edit, standardize, or make changes to material prepared by other writers or establishment personnel.
- Confer with customer representatives, vendors, plant executives, or publisher to establish technical specifications and to determine subject material to be developed for publication.
- Review published materials and recommend revisions or changes in scope, format, content, and methods of reproduction and binding.
- Select photographs, drawings, sketches, diagrams, and charts to illustrate material.

Minimum Education Level: Associates degree in writing,
Consulting Analyst

Overview
The Consultant Analyst requires experience and knowledge in fields defined as business architecture design implementation, change management efforts or business process redesign.

Experience
has a minimum 4 years’ experience in both business management and technical consulting. Has managed small staffs and directed medium to complex projects, business strategy sessions and business planning activities for clients. Experience in business planning, organizational transformation, implementation, change management efforts or business process redesign.

Functional Responsibilities
Consultant Analyst applies broad management skills and specialized functional and technical expertise to guide project teams in delivering client solutions or to manage the day-to-day operations of client projects. Consultant Analyst provides subject matter expertise in industry, process or business process redesign. A Consultant Analyst is qualified to perform such tasks as:

1. Plan and manage the work of business architecture design project teams.
2. Design and implement new organization structures.
3. Assist an organization translate its vision and strategy into core human resource and business processes.
4. Lead clients through streamlining, reengineering and transforming business processes.
5. Develop and execute project budgets.
6. May focus in providing consulting service to government in field of specialization.

Minimum Education Level: Bachelors degree in business management.
Applications Engineer Technician

Overview
Plans, directs and coordinates activities of projects to ensure that project plans and planning, goals and objectives of projects are accomplished within prescribed time frame and funding parameters.

Experience
Applications Consultant – Jr has a minimum 2 years’ experience managing projects and project planning within an organization.

Functional Responsibilities
Reviews and creates project plans, timeframes, integrated master schedules, proposals and plans to determine time frame, funding required, procedures for accomplishing projects, staffing requirements and allotment of available resources to various phases of projects. An Applications Consultant – Jr is qualified to perform such tasks as:
1. Establishes work plan and multi-disciplinary staffing for each phase of project and ensures for assignment of required project personnel.
2. Directs and coordinates activities of project personnel to ensure project progresses on schedule, maintains adherence to requirements and stays within budget.
3. Conducts surveys to determine user needs.
4. Managing teams and team leaders assigned to specific project areas or tasks.
5. Schedules activities to observe priority of interest based on project time frames and funding.
6. Confers with project staff to outline work plan and to assign duties, responsibilities and scope of authority.
7. Prepares project reports for management, clients or others.
8. Confers with project personnel to provide technical advice and to resolve problems.

Minimum Education Level: Associates degree in management.
Communications Manager

Overview
Plans, directs and coordinates activities of projects to create, implement and oversee communications programs to effectively describe and promote the organizational change, goals, strategy and its products and services.

Experience
Communications Manager has a minimum 3 years’ experience managing communication projects within an organization.

Functional Responsibilities
The Communications Manager creates business organization and management, communications, strategy and other organizational information for employees and senior management.

A Communications Manager is qualified to perform such tasks as:

1. Must be a confident communicator and presenter.
2. Strong writing, editing, proofreading, layout and design, professional printing/publishing skills are essential, including ability to present concepts verbally.
3. Must possess excellent organizational and planning skills.
4. Superior project management and time management skills.
5. A wide degree of creativity and latitude in creating material.
6. Strong knowledge and understanding of current trends in digital media/social media.
7. Self-motivated with a positive and professional approach to management.

Minimum Education Level: Bachelors degree in communications.
Business Analyst

Overview
The Business Analyst plans, directs and coordinates activities of projects for analyzing, evaluating, and recommending business processes, as well as capturing user requirements for business applications.

Experience
Business Analyst has a minimum 3 years’ experience managing projects within an organization.

Functional Responsibilities
Serves as a liaison between application users, business leaders and IT to resolve questions, address user requirements, recommend and implement changes to business applications in accordance with organizational policies and procedures. This position is also a key contributor to the identification and definition of business needs.

A Business Analyst is qualified to perform such tasks as:

1. Must be a confident communicator and presenter.
2. Strong writing, editing, proofreading, layout and design, professional printing/publishing skills are essential, including ability to present concepts verbally.
3. Strong writing and verbal communications skills.
4. Strong technical writing skills, experience producing functional system design documentation and other project artifacts.
5. Ability to work on large projects.
6. The candidate should have strong technical skill sets and be able to generate detailed functional systems designs.

Minimum Education Level: Bachelors degree in communications.
Training Analyst

Overview
The Training Analyst creates, plans, directs and coordinates activities for training end-users, employees and others for systems, user interfaces, testing, call centers, customer service and other relevant training requirements.

Experience
The Training Analyst has a minimum 3 years’ experience managing and developing training materials and projects within an organization.

Functional Responsibilities
Serves as a liaison between application users, business leaders and IT to create, develop, design and implement training courses, material, course work and testing.

A Training Analyst is qualified to perform such tasks as:

1. Strong writing, editing, proofreading, layout and design, professional printing/publishing skills are essential, including ability to present concepts verbally.
2. Strong writing and verbal communications skills.
3. Strong technical writing skills, experience producing functional system design documentation and other project artifacts.
4. Ability to work on large projects.
5. Conceptual design and development of training curricula.
6. The candidate should have strong technical skill sets and be able to generate detailed training programs, material, course work and tests.

Minimum Education Level: Bachelors degree in communications.
Labor Categories Pricing

<table>
<thead>
<tr>
<th>Item</th>
<th>SIN</th>
<th>Awarded Labor Category</th>
<th>Site</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>541611</td>
<td>Project Manager Jr.</td>
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<td>$114.54</td>
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<td>2</td>
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<td>Project Manager</td>
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<td>3</td>
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<td>Technical Writer/Editor</td>
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<td>4</td>
<td>541611</td>
<td>Consulting Analyst</td>
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<td>5</td>
<td>541611</td>
<td>Applications Engineer Technician</td>
<td>Both</td>
<td>$70.99</td>
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<tr>
<td>6</td>
<td>541611</td>
<td>Communications Manager</td>
<td>Both</td>
<td>$105.73</td>
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<tr>
<td>7</td>
<td>541611</td>
<td>Business Analyst</td>
<td>Both</td>
<td>$126.79</td>
</tr>
<tr>
<td>8</td>
<td>541611</td>
<td>Training Analyst</td>
<td>Both</td>
<td>$105.73</td>
</tr>
</tbody>
</table>

Service Contract Labor Standards (SCLS) Matrix

<table>
<thead>
<tr>
<th>SCA Eligible Labor Category</th>
<th>SCA Equivalent Code Title</th>
<th>Wage Determination No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical Writer/Editor</td>
<td>30463 – Technical Writer III</td>
<td>2015-4281</td>
</tr>
<tr>
<td>Applications Engineer Technician</td>
<td>30086 – Engineering Technician</td>
<td>2015-4281</td>
</tr>
</tbody>
</table>

*The Service Contract Labor Standards, 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).*
Points of Contact
IT

For general questions regarding MAS IT Contracting:

Customer Service
Phone: 1-877-446-IT70 (4870)
Email: IT.Center@gsa.gov

For questions regarding eOffer submission or Certifications:

Vendor Support Center
visit www.gsa.gov/vsc.
Phone: 1-877-495-4849

For general questions regarding HSPD 12:
Email: hspd12@gsa.gov
Phone: 1-703-605-2727

For general questions regarding COMSATCOM:
Email: fasnetworkservice@gsa.gov
Phone: 1-877-387-2001