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 GSA Advantage® is: GSAAdvantage.gov.

Schedule Title: Multiple Award Schedule (MAS 99)
FSC Group, Part, and Section or Standard Industrial Group (as applicable): Class 70
FSC Class(es)/Product code(s) and/or Service Codes (as applicable):

- FSC/PSC Class D301 IT AND TELECOM- FACILITY OPERATION AND MAINTENANCE
  - Facility Management
- FSC/PSC Class D302 IT AND TELECOM- SYSTEMS DEVELOPMENT
  - Systems Development Services
- FSC/PSC Class D306 IT AND TELECOM- SYSTEMS ANALYSIS
  - Systems Analysis Services
- FSC/PSC Class D307 IT AND TELECOM- IT STRATEGY AND ARCHITECTURE
  - Automated Information Systems Services
- FSC/PSC Class D310 IT AND TELECOM- CYBER SECURITY AND DATA BACKUP
  - Backup and Security Services
- FSC/PSC Class D311 IT AND TELECOM- DATA CONVERSION
  - Data Conversion Services
- FSC/PSC Class D399 IT AND TELECOM- OTHER IT AND TELECOMMUNICATIONS
  - Other Information Technology Services, Not Elsewhere Classified

Contract number: **GS-35F-473DA**

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

Contract period: **August 26, 2016 through August 25, 2021**
Pricing Current through Modification # **A812** Dated **June 24, 2020**

Cyrus Management Solutions, LLC
2509 Buckingham Green Lane
Upper Marlboro, MD, 20774
Phone: 202-587-2753 Fax: 202-587-5601
Website URL: [http://www.cyrusmgmtllc.com](http://www.cyrusmgmtllc.com)
Contract Administrator: Audrey H. Brownlee Email: contracts@cyrusmgmtllc.com

Cyrus Management Solutions, LLC is an 8(a) certified economically disadvantaged women-owned small business (EDWOSB)
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>Professional IT Labor Category</th>
<th>Net GSA Hourly Rate Delivered Via Customer Location Only</th>
</tr>
</thead>
<tbody>
<tr>
<td>SR. PROJECT MANAGER (PM)</td>
<td>148.49</td>
</tr>
<tr>
<td>SR. IT BUSINESS ANALYST</td>
<td>132.21</td>
</tr>
<tr>
<td>MID LEVEL IT BUSINESS ANALYST</td>
<td>125.09</td>
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<tr>
<td>SR. ENTERPRISE / SYSTEMS ARCHITECT</td>
<td>147.47</td>
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<tr>
<td>MID LEVEL PROJECT MANAGER (PM)</td>
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<tr>
<td>SR. SECURITY/CYBERSECURITY SPECIALIST</td>
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<tr>
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<td>138.28</td>
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<tr>
<td>SR. SYSTEM ENGINEER</td>
<td>141.42</td>
</tr>
<tr>
<td>MID LEVEL SYSTEM ENGINEER</td>
<td>129.89</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:

   SIN 54151S = Mid Level Security/Cybersecurity Analyst at $ 120.46 per hour

   SIN OLM = Order Level Materials (OLMs) – Ordering activities may visit [http://www.gsa.gov/olm](http://www.gsa.gov/olm) for more information. OLMs are established and priced at the order level.

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:

**SR. PROJECT MANAGER (PM)**

Minimum Years Experience:  8  
Minimum Education/ Certification Level: Master's, MBA or Project Management Professional (PMP) certification required. A minimum of eight (8) years experience in Project Management.

Functional Responsibilities: Manages a team(s) of information technology (IT) project support personnel; Reviews all contract deliverables and related documentation associated with the contract; Reviews all information technology (IT) project deliverables and related documentation to ensure quality and compliance with project requirements as defined by the SOW; Performs programmatic activities including IT project planning that will integrate scope, schedule, resource, quality, and customer satisfaction objectives into a management framework; Organizes, directs, and manages project operation and support functions, involving multiple, complex and/or inter-related IT projects and/or personnel; Works with the Contracting Officer Representative (COR), Government Task Manager (GTM), or
Executive Sponsor (ES) to understand the customer IT requirements; Ensures the development of a comprehensive Program Management Plan (PMP) that will consist of detailed task work plans that specify schedules, resources and IT deliverables for all activities; Uses the PMP, which encompasses the project Statement of Work (SOW) and scope of work to track, measure, analyze and perform duties in accordance with assessing performance, cost, schedule, and risks associated with the contract; Provides IT strategic planning support and ensures the development of an IT Program/Enterprise-wide Strategic Plan as requested by the client/customer; Maintains and manages the client interface at the senior levels of the client organization; and Fosters and maintains satisfactory client/customer relations.

**SR. IT BUSINESS ANALYST**

**Minimum Years Experience:** 8  
**Minimum Education/ Certification Level:** Bachelor's required. A minimum of eight (8) years experience in data validation & analysis, data & records management, or data governance.

**Functional Responsibilities:**  
Evaluates new IT initiatives that align with the client's/customer's mission; Exercises IT strategic and technical approaches to address business needs and implement solutions; Works closely with the client/customer to develop and enforce IT Business Policy related to the client's/customer's IT business mission and goals; Develops and implements Operational/IT Plans related to a client's/customer's IT business operations; Facilitates communication between the client’s/customer's IT staff in order to accomplish short-term goals/long-term goals, resolve day to day issues, ensure integration of IT programs and projects within the organization, and facilitates IT technical consultations and reviews; Anticipates partnership trends and challenges, providing customer with information and analyses needed to make critical decisions; Performs IT data validation and analysis; Creates and generates data reports, and develops and presents stakeholders briefings to display IT data analysis results.

**MID LEVEL IT BUSINESS ANALYST**

**Minimum Years Experience:** 6  
**Minimum Education/ Certification Level:** Bachelor's required. A minimum of six (6) years experience in data validation & analysis, data & records management, or data governance.

**Functional Responsibilities:**  
Evaluates new IT initiatives that align with the client's/customer's mission; Exercises IT strategic and technical approaches to address business needs and implement solutions; Develops and enforces IT Business Policy related to the client's/customer's IT business mission and goals; Develops and implements Operational/IT Plans related to a customer's IT business operations; Coordinates communication between the client’s/customer's IT staff in order to accomplish short-term goals/long-term goals, resolve day to day issues, ensure integration of IT programs and projects within the organization, and facilitates IT technical consultations and reviews; Anticipates partnership trends and challenges, providing customer with information and analyses needed to make critical decisions; Performs IT data validation and analysis; creates and generates data reports, develops and presents stakeholders briefings to display IT data analysis results; and Reports directly to the Sr. IT Business Analyst and provides weekly status on the progress of their task duties.

**SR. ENTERPRISE/SYSTEMS ARCHITECT**

**Minimum Years Experience:** 8  
**Minimum Education/ Certification Level:** Bachelor's required. A minimum of eight (8) years of experience working closely in the field of Enterprise/System architecture, Data/Information Management, Business
Process Re-Engineering or related experience. Also, knowledge and experience in multiple functional areas and technologies such as: enterprise life cycle processes, security architectures, and models.

Functional Responsibilities: Responsible for the alignment of IT strategy and planning with the agency’s IT business goals by optimizing information management approaches through an understanding of evolving IT business needs and technology capabilities; Supports the client/customer with on-going Capital Planning and Investment Control (CPIC), Enterprise Architecture (EA) and Data Governance Programs using industry best practices and Federal guidance and standards; Assists with maintenance of the IT portfolio based on IT investment decisions; Identifies and implements portfolio analysis techniques to provide meaningful reports and advice to senior Federal management and contractor staff on portfolio management issues; Performs, interprets and conducts risk assessments and gap analysis; Constructs and updates the Enterprise/System Architecture; specifically the BRM in accordance with the federal guidance and standards including the Federal Enterprise Architecture (FEA); Collaborates and works closely with security and privacy personnel to ensure efficient security is built into the architecture in order to maintain the security posture of the organization’s infrastructure; Supports implementation of new or updated EA initiatives and projects; Develops and reviews technical documentation; specifically EA and Data Governance documents; Assists with developing the EA Policy including Data Governance to ensure the compliance with federal regulations, guidance and standards as well as industry best practices; and Coordinates and facilitates EA working groups and develops the associated Charter(s).

MID LEVEL PROJECT MANAGER (PM)

Minimum Years Experience: 6
Minimum Education/ Certification Level: Master's, MBA or Project Management Professional (PMP) certification required. A minimum of six (6) years experience in Project Management.

Functional Responsibilities: Manages a team of information technology (IT) project support personnel; Reviews specific task deliverables and related documentation associated with the contract; Reviews all information technology (IT) task deliverables and related documentation to ensure quality and compliance with the project’s task requirements; Supports programmatic activities including IT project planning that will integrate scope, schedule, resource, quality, and customer satisfaction objectives into a management framework; Organizes, directs, and manages task operation and support functions, involving inter-related IT projects and/or personnel; Supports the development of a comprehensive Program Management Plan (PMP) that will consist of detailed task work plans that specify schedules, resources and IT deliverables for all activities; Uses the PMP, which encompasses the project Statement of Work (SOW) and scope of work to track, measure, analyze and perform duties in accordance with assessing performance, cost, schedule, and risks associated with the contract; Provides IT strategic planning support and supports the development of an IT Program/Enterprise-wide Strategic Plan as requested by the client/customer; Helps maintain and manage the client interface at the senior levels of the client organization; and Fosters and maintains satisfactory client/customer relations. Reports to a Senior PM.

SR. SECURITY/CYBERSECURITY SPECIALIST

Minimum Years Experience: 10
Minimum Education/ Certification Level: Bachelor’s required. A minimum of ten (10) years of experience in IT security, strategic planning and IT business and requirements analysis.

Functional Responsibilities: Manages security risk and monitors the security controls of the client’s/customer’s information systems; Develop/update IT Security Policy and processes; Manage the development of architecture, tools and solutions for Cybersecurity, Privacy and IT projects; Manage the
MID LEVEL SECURITY/CYBERSECURITY SPECIALIST

Minimum Years Experience:  6
Minimum Education/ Certification Level:  Bachelor’s required. A minimum of six (6) years of experience in IT security, strategic planning and IT business and requirements analysis.

Functional Responsibilities:  Supports management of security risk and monitors the security controls of the client’s/customer’s information systems; Develop/update IT Security Policy and processes; Support the development of architecture, tools and solutions for Cybersecurity, Privacy and IT projects; Perform the initial planning, design scope requirements, architecture and proof of concept for Cybersecurity initiatives; Support implementation of new or updated IT security initiatives and projects; Support FISMA-related activities; Support 508 compliance activities including planning, designing, testing and implementing 508 compliance tools; Support implementation of key Cybersecurity initiatives such as Continuous Diagnosis and Mitigation (CDM) to manage information security risk on a continuous basis; Support the planning, coordination and implementation for the annual Enterprise level IT Security Program; support Cybersecurity and Privacy projects in planning, governance, tools, solutions and reporting.

MID LEVEL ENTERPRISE/SYSTEMS ARCHITECT

Minimum Years Experience:  6
Minimum Education/ Certification Level:  Bachelor's required. A minimum of six (6) years of experience working closely in the field of Enterprise/System architecture, Data/Information Management, Business Process Re-Engineering or related experience. Also, knowledge and experience in multiple functional areas and technologies such as: enterprise life cycle processes, security architectures, and models.

Functional Responsibilities:  Supports senior architects in the alignment of IT strategy and planning with the agency’s IT business goals by optimizing information management approaches through an understanding of evolving IT business needs and technology capabilities; Supports the client/customer with on-going Capital Planning and Investment Control (CPIC), Enterprise Architecture (EA) and Data Governance Programs using industry best practices and Federal guidance and standards; Assists the senior architect with maintenance of the IT portfolio based on IT investment decisions; Supports the identification and implementation of portfolio analysis techniques to provide meaningful reports and advice to senior Federal management and contractor staff on portfolio management issues; Assists in performing, interpreting and conducting risk assessments and gap analysis; Constructs and updates the Enterprise/System Architecture; specifically the BRM in accordance with the federal guidance and standards including the Federal Enterprise Architecture (FEA); Collaborates and works closely with security and privacy personnel to ensure efficient security is built into the architecture in order to maintain the security posture of the organization’s infrastructure; Supports implementation of new or updated EA initiatives and projects; Aids in developing and reviewing technical documentation; specifically EA and Data Governance documents; Assists with developing the EA Policy including Data Governance to ensure compliance with federal regulations, guidance and standards as well as industry best practices; and Supports the coordination and facilitation of EA working groups.

SR. SYSTEM ENGINEER
Minimum Years Experience: 8
Minimum Education/ Certification Level: Bachelor’s required. A minimum of eight (8) years of experience in IT business and requirements analyses, and independent Verification and Validation (IV&V).

Functional Responsibilities: Implement System of System (SOS) Systems Engineering that converts Architecture solutions into Engineering outcomes; Exercise strategic and technical approaches to address business needs and implement solutions; Establish and implement SoS Test, Evaluation and Certification methodology to evaluate delivered capabilities in context of actual mission performance; Coordinate and conduct tool evaluations; Conduct operational assessments of the client’s/customer’s systems to identify duplicity including gathering and understanding business needs and technical requirements, performing gap analysis, developing Gap Analysis Reports and providing recommendations; Support IT initiatives as requires; Develop/update technical and strategic documentation; Provide timely responses to all customer requests.

MID LEVEL SYSTEM ENGINEER

Minimum Years Experience: 6
Minimum Education/ Certification Level: Bachelor’s required. A minimum of six (6) years of experience in IT business and requirements analyses, and independent Verification and Validation (IV&V).

Functional Responsibilities: Implement System of Systems (SOS) Engineering that converts Architecture solutions into Engineering outcomes; Exercise strategic and technical approaches to address business needs and implement solutions; Support the Sr. System Engineer with the implementation of SoS Test, Evaluation and Certification methodology to evaluate delivered capabilities in context of actual mission performance; Aid in coordinating and conducting tool evaluations; Support operational assessments of the client’s/customer’s systems to identify duplicity including gathering and understanding business needs and technical requirements, performing gap analysis, developing Gap Analysis Reports and providing recommendations; Support IT initiatives as required; Assist with updating technical and strategic documentation; Provide timely responses to all customer requests.

2. Maximum order: $500,000.00
3. Minimum order: $100.00
4. Geographic coverage (delivery area): Domestic: 48 contiguous states and Washington, DC
5. Point(s) of production (city, county, and State or foreign country): Upper Marlboro, Prince George’s County, MD, USA
6. Discount from list prices or statement of net price: All prices contained herein are NET prices.
7. Quantity discounts: Additional 1% discount from the GSA Rate for single task orders at or exceeding $400,000.
8. Prompt payment terms: Net 30 Days
9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold: Government purchase cards are accepted at or below the micro-purchase threshold.
9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: Government purchase cards are NOT accepted above the micro-purchase threshold.
10. Foreign items (list items by country of origin): **None.**

11a. Time of delivery. (Contractor insert number of days.): **As agreed between ordering agency and Cyrus Management Solutions, LLC**

11b. Expedited Delivery. **As agreed between ordering agency and Cyrus Management Solutions, LLC**

11c. Overnight and 2-day delivery: **As agreed between ordering agency and Cyrus Management Solutions, LLC**

11d. Urgent Requirements: **I-FSS-140-B URGENT REQUIREMENTS (JAN 1994).** When the Federal Supply Schedule contract delivery period does not meet the bona-fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

12. F.O.B. point(s): **Destination**

13a. Ordering address(es): **2509 Buckingham Green Lane, Upper Marlboro, MD, 20774**

13b. 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.

14. Payment address(es): **2509 Buckingham Green Lane, Upper Marlboro, MD, 20774**

15. Warranty provision: **Not applicable.**

16. Export packing charges, if applicable: **Not applicable.**

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): **Not applicable.**

18. Terms and conditions of rental, maintenance, and repair (if applicable): **Not applicable.**

19. Terms and conditions of installation (if applicable): **Not applicable.**

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): **Not applicable.**

20a. Terms and conditions for any other services (if applicable): **Not applicable.**

21. List of service and distribution points (if applicable): **Not applicable.**

22. List of participating dealers (if applicable): **Not applicable.**

23. Preventive maintenance (if applicable): **Not applicable.**

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): **Not applicable.**
24b. 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.cyrusmgmtllc.com

25. Data Universal Number System (DUNS) number: 804890940

26. Notification regarding registration in System for Award Management (SAM) database: Registration in System for Award Management (SAM) is active and current.