

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 for GSA Advantage! is: <http://www.fss.gsa.gov>.

MISSION ORIENTED BUSINESS INTEGRATED SERVICES (MOBIS)

Federal Supply Schedule Industrial Group 874
Federal Supply Schedule Industrial Class 541611

CONTRACT No. GS-10F-0440R

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

Contract Period: (August 29, 2005- August 28, 2015)

Contractor: Dewberry
8401 Arlington Boulevard
Fairfax, VA 22031
Web site: www.dewberry.com

Contract Administrator: Denice Bracey
Telephone Number: (703) 849 0245
Facsimile: (703) 849 0106
Email: dbracey@dewberry.com

Business Size: Large

Prices shown herein are NET (discount deducted).

Pricelist is current through Modification FX 54

Authorized Federal Supply Schedule Price List

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Authorized Federal Supply Schedule Price List

1a. Awarded Special Item Numbers (SINs)

SIN	Item Descriptions
874-1 Consulting Services	<p>Dewberry shall provide expert advice, assistance, guidance or counseling in support of agency's management, organizational and business improvement efforts. This may include studies, analyses and reports documenting any proposed developmental, consultative or implementation efforts. Examples of consultation include but are not limited to:</p> <ul style="list-style-type: none">• Strategic, business and action planning• High performance work• Process and productivity improvement• Systems alignment• Leadership systems• Organizational assessments• Cycle Time• Program planning audits, and evaluations• Performance measures and indicators• Policy and Regulation development assistance• Expert witness services• Studies, analyses, scenarios, tabletop exercises
874-2 Facilitation Services	<p>Dewberry shall provide facilitation and related decision support services to agencies engaging in collaboration efforts, working groups, or integrated product, process, or self-directed teams. Agencies bringing together diverse teams and/or groups with common and divergent interests may require a neutral party to assist them in:</p> <ul style="list-style-type: none">• The use of problem solving techniques• Defining & refining the agenda• Debriefing and overall meeting planning• Resolving disputes, disagreements, and divergent views• Logistical meeting support when performing technical facilitation• Convening and leading large and small group briefings and discussions• Providing a draft for the permanent record• Recording discussion content and focusing decision-making• Preparing draft and final reports for dissemination
874-3 Survey Services	<p>Dewberry shall provide expert consultation,</p>

SIN

Item Descriptions

assistance, and deliverables associated with all aspects of surveying within the context of MOBIS. We can assist with, and/or perform all phases of the survey process to include, but not limited to:

- Planning survey design
- Sampling; survey development
- Pretest/pilot surveying
- Defining and refining the agenda
- Survey database administration
- Assessing reliability and validity of data
- Determining proper survey data
- Administering surveys using various types of data collection methods
- Analyses of quantitative and qualitative survey data
- Production of reports to include, but not limited to: description and summary of results with associated graphs, charts, and tables; description of data collection and survey administration methods; discussion of sample characteristics and the representative nature of data; analysis of non-response; and briefings of results to include discussion of recommendations and potential follow-up actions

874-7 Program & Project Management Services

Dewberry shall provide services in the management, integration, and programs and projects. These services may include, but are not limited to:

- Program Management
- Program Oversight
- Program Integration (team leader)
- Project Management
- Earned Value Management Support

1b Lowest priced model number: N/A

1c Hourly Rates:

SINS: 874-1; 874-2; 874-3; 874-7

	8.28.11	8.28.12	8.28.13	8.28.14	8.28.15
Labor Category	GSA Rate	GSA Rate	GSA Rate	GSA Rate	GSA Rate
Admin Asst **	\$58.60	\$58.60	\$58.60	\$58.60	\$58.60
Business Process Engineer 1	\$126.00	\$129.15	\$132.38	\$135.69	\$139.08
Business Process Engineer 2	\$155.24	\$159.12	\$163.10	\$167.18	\$171.36
Business Process Engineer 3	\$183.00	\$187.58	\$192.26	\$197.07	\$202.00

Consultant 1	\$74.91	\$76.78	\$78.70	\$80.67	\$82.68
Consultant 2	\$102.50	\$105.06	\$107.69	\$110.38	\$113.14
Consultant 3	\$147.38	\$151.07	\$154.85	\$158.72	\$162.69
Database Management Specialist 1	\$132.00	\$135.30	\$138.68	\$142.15	\$145.70
Database Management Specialist 2	\$162.00	\$166.05	\$170.20	\$174.46	\$178.82
Functional Analyst 2	\$126.00	\$129.15	\$132.38	\$135.69	\$139.08
Functional Analyst 3	\$180.00	\$184.50	\$189.11	\$193.84	\$198.69
Graphic Designer **	\$84.86	\$84.86	\$84.86	\$84.86	\$84.86
IT Professional 1	\$96.65	\$99.06	\$101.54	\$104.08	\$106.68
It Professional 2	\$135.31	\$138.69	\$142.16	\$145.71	\$149.36
IT Professional 3	\$157.05	\$160.98	\$165.00	\$169.13	\$173.35
Principal Consultant	\$249.82	\$256.07	\$262.47	\$269.03	\$275.75
Program Manager	\$241.62	\$247.66	\$253.86	\$260.20	\$266.71
Project Manager 1	\$155.00	\$158.88	\$162.85	\$166.92	\$171.09
Project Manager 2	\$165.00	\$169.13	\$173.35	\$177.69	\$182.13
QA Analyst	\$130.00	\$133.25	\$136.58	\$140.00	\$143.50
Sr Consultant 1	\$169.14	\$173.36	\$177.70	\$182.14	\$186.69
Sr Consultant 2	\$181.21	\$185.74	\$190.38	\$195.14	\$200.02
Sr Consultant 3	\$239.20	\$245.18	\$251.31	\$257.60	\$264.04
Sr Training Specialist	\$129.65	\$132.89	\$136.21	\$139.62	\$143.11
Subject Matter Expert 1	\$129.26	\$132.49	\$135.81	\$139.20	\$142.68
Subject Matter Expert 2	\$147.38	\$151.07	\$154.85	\$158.72	\$162.69
Subject Matter Expert 3	\$181.21	\$185.74	\$190.38	\$195.14	\$200.02
Subject Matter Expert 4	\$287.79	\$294.98	\$302.36	\$309.92	\$317.67
Writer Editor	\$74.91	\$76.78	\$78.70	\$80.67	\$82.68

2. Maximum Order: \$1,000,000
3. Minimum Order: \$300.00
4. Geographic Coverage: Domestic Only
5. Point of Production: Fairfax, VA
6. Discount from list prices or statement of net price: All prices shown herein are NET (Discounts already deducted)
7. Quantity discounts: None offered.
8. Prompt payment terms: NET 30 days
9. Notification that Government purchase cards are accepted at or below the micro-purchase threshold: Yes
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: Will accept over \$2500
10. No foreign Items
- 11a Time of delivery: To be negotiated with ordering agency per individual task orders.
- 11b Expedited delivery: Items available for expedited delivery are noted in this Price List. Contact Contractor

- 11c Overnight and 2 day delivery: Both overnight and 2-day deliveries are available. Contact the Dewberry Contracts Manager for rates.
- 11d Urgent Requirements: Please see the “Urgent Requirements” clause of this Contract. Contact the Dewberry Contracts Manager for rates and to ensure faster delivery.
- 12 F.O.B. point(s): Destination
- 13a Ordering address(es)
Dewberry
8401 Arlington Boulevard
Fairfax, VA 22031
Attention: Denice Bracey
Telephone: 703.849.0245
Fax: 703.849.0648
E-mail: dbracey@dewberry.com
Web site: www.dewberry.com
- 13b Ordering procedures:

ORDERING INSTRUCTIONS FOR SERVICES PRICED ON GSA SCHEDULES AT HOURLY RATES

Ordering Instructions for Services Priced on GSA Schedules at Hourly Rates
GSA provides a streamlined, efficient process for ordering the services you need. GSA has already determined contractors meet technical requirements and that the prices offered by these contractors are fair and reasonable. Agencies may use written orders, electronic data interchange (EDI) orders, credit card orders, blanket purchase agreement orders, individual purchase orders, or task orders under this contract. If it is determined that your agency needs an outside source to provide MOBIS services, follow these simple steps:

✓ Step 1. Develop a Statement of Work (SOW)

In the SOW, include the following information:

- Work to be performed,
- Location of work,
- Period of performance,
- Delivery schedule, and
- Special standards and any special requirements, where applicable.

✓ Step 2. Select Contractor and Place Order

- If the order is under \$2,500, select the contractor best suited for your needs and place the order.

✓ Step 3. Prepare a Response for Proposal (RFP)

- If the order is over \$2,500, prepare an RFP;
- Include an SOW;

- Request fixed price, ceiling price, or, if not possible, labor hour or time and materials order;
- If preferred, request a performance plan from contractors and information on past experience; and
- Include information on the basis for selection.

✓ Step 4. Submit to at least Three Firms

✓ Step 5. Evaluate Offers, Select Best Value Firm, and Place Order

ORDERING PROCEDURES FOR SERVICES

GSA has determined that the rates for services contained in the contractor's price list on the Federal Supply Schedule are fair and reasonable. However, the ordering office is responsible for considering the level of effort and mix of labor proposed to perform the specific tasks being ordered, and for making the determination that the total firm-fixed price (FFP) or ceiling price is fair and reasonable. Delivery orders may be placed by either the Federal agency or the GSA Federal Supply Service. These ordering procedures take precedence over FAR 8.404.

1. Prepare a request for quotes (RFQ):
 - A. Prepare a performance-based SOW that outlines the work to be performed, the location of the work, the period of performance, the delivery schedule, applicable standards and acceptance criteria, and any special requirements (e.g., security clearances, travel, and special knowledge).
 - B. Include, along with the SOW, a request for contractors to submit either an FFP or ceiling price to perform the services described in the SOW. The FFP should be based on hourly rates in the Federal Supply Schedule contract, the appropriate labor categories, and the level of effort required to complete the services.
 - C. The FFP order may include any incidental costs related to the performance of the services ordered.
 - D. A labor hour or time-and-materials quote may be requested if it is not possible to estimate cost with any reasonable degree of confidence. A ceiling price must be established for labor hour and time-and-materials orders.
 - E. Reimbursement of travel costs may be provided at Federal Travel or Joint Travel Regulations rates, or as a fixed-price incidental line item.
 - F. If necessary, contractors may be requested to submit a project plan and/or information on experience and past performance on similar tasks.
 - G. Include information on the selection criteria and intended use of past performance factors. Ordering offices should strive to minimize the contractor's cost associated with responding to RFQs. Tailor the RFQ to the minimum level necessary to make a best value selection. Oral presentations should be considered whenever possible.
2. Transmit the RFQ to Contractors:

- A. Evaluate catalogs and price lists to identify potential contractors that appear to offer the best value.
 - B. Provide the RFQ to at least three contractors if the order exceeds the micro-purchase level. If the order exceeds the maximum purchase threshold, send the RFQ to more than three contractors.
3. Evaluate Quotes and Make Selection:
- A. Evaluate contractors based on the factors identified in the RFQ.
 - B. Select the contractor that represents the best value and results in the lowest overall cost alternative.

BLANKET PURCHASE AGREEMENTS

Blanket Purchase Agreements (BPAs) for recurring services are encouraged when the following ordering procedures are followed:

- A. All BPAs should define the services to be provided, delivery or performance timeframes, billing procedures, and individuals authorized to purchase under the BPA. The ordering office should establish discounts based on the projected volume of the orders.
- B. State in the RFQ if a single or multiple BPA will be required and the basis for selecting contractors for the BPA:
 - 1. Single BPAs are established when the ordering office can define the tasks to be ordered and determine an FFP or ceiling price for individual services or tasks. Authorized users may place orders directly under the BPA. The best value contractor should be selected for the single BPA.
 - 2. If multiple BPAs are needed by the ordering office, first establish which contractors are technically qualified, then establish the BPAs. Pricing can be established at this time or at the time task orders are placed.

For more details on how to order services go to <http://pub.fss.gsa.gov/sched> and click on "Services."

SUPPLEMENTAL INFORMATION

I-FSS-125 Requirements Exceeding the Maximum Order (August 1997)

- (a) In accordance with FAR 8.404, before placing an order that exceeds the maximum order threshold, ordering offices shall:
 - (1) Review additional schedule contractor's catalogs and/or price lists or use the GSA Advantage! On-line shopping service.
 - (2) Based on the initial evaluation, generally seek price reductions from the schedule contractor(s) appearing to provide the best value (considering price and other factors); and
 - (3) After price reductions have been sought, place the order with the schedule contractor that provides the best value and results in the lowest overall cost alternative. See FAR 8.804(a). If further price reductions are not offered, an order may still be placed if the ordering office determines it is appropriate.

- (b) Vendors may:
- (1) Offer a new lower price for the requirement (the price reduction clause is not applicable to orders placed over the maximum order in FAR 52.216-19);
 - (2) Offer the lowest price available under the contract; or
 - (3) Decline the order. (The order must be returned in accordance with FAR 52.216-19.)
- (c) A delivery order that exceeds the maximum order may be placed with the contractor selected in accordance with FAR 8.804. The order will be placed under the contract. Sales for orders that exceed the maximum order shall be reported in accordance with GSAR 552.238-72.

If you have questions for GSA, use the following contact information:

FSS Management Services Center

400 15th St. SW

Auburn, WA 98001-6599

1-800-241-7246

E-mail: mgmt.services@gsa.gov

Web site: <http://www.northwest.gsa.gov/fss/services/msc.htm>

To submit requests to Dewberry, please contact:

Douglas D. Frost, P.E.

Dewberry

8401 Arlington Boulevard

Fairfax, VA 22031-4666

Telephone Number: 703 849 0656

Facsimile Number: 703 849 0648

E-mail: dfrost@dewberry.com

Denice Bracey

Dewberry

8401 Arlington Boulevard

Fairfax, VA 22031-4666

Telephone Number: 703 849 0245

Facsimile Number: 703 849 0648

E-mail: dbracey@dewberry.com

Web site: www.dewberry.com

14 Payment address:

Electronic Transfer.

Mercantile Safe Deposit Trust Company

Baltimore, MD

ABA 05200618

Acct. No. 6421474

Mailing Address:

Dewberry
PO Box 1824
Merrifield, VA 22116-1824

- 15 Warranty provision Standard commercial warranty
- 16 Export Packing Charges: N/A
- 17 Terms and Conditions of Government Purchase Card Acceptance: the government credit card will be accepted for orders below the micropurchase threshold. Contract contractor's representative for credit card acceptance above the micropurchase threshold.
- 18 Terms and Conditions of Rental Maintenance and Repair: N/A
- 19 Terms and conditions of installation (if applicable): N/A
- 20 Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A
- 20a Terms and conditions for any other services (if applicable): N/A
- 21 List of service and distribution points: Fairfax, VA
- 22 List of participating dealers (if applicable): N/A
- 23 Preventive maintenance (if applicable): N/A
- 24a Special attributes such as environmental attributes: N/A
- 24b Section 508 Compliance Information: N/A
- 25 Data Universal Numbering System (DUNS) Number: 051758449
- 26 Notification regarding registration in Central Contractor Registration (CCR) database: Contractor is registered in the CCR
- 27 Uncompensated Overtime: Dewberry does not allow for uncompensated overtime.