



GENERAL SERVICES ADMINISTRATION

Federal Acquisition 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 is available through **GSA Advantage!**[™], a menu-driven database system. The INTERNET address for **GSA Advantage!**[™] is: <http://www.GSAAdvantage.gov>.

Schedule for ooCorp - Professional Services Schedule (PSS)

Federal Supply Group: PSS Class:

Contract Number: 47QRAA18D00FJ

Contract Period: September 12, 2018 through September 11, 2023

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at <http://www.gsa.gov/schedules-ordering>

Contractor: **ACQUISITION PROFESSIONALS LLC**
800 CORPORATE DRIVE, SUITE 301
STAFFORD, VIRGINIA 22554

Business Size: Small, Minority, Economically Disadvantaged Woman Owned, HUBZone Business

Telephone: 703-884-3838

FAX Number: 703-884-4001

Web Site: www.acquisitionprofessionalsllc.com

E-mail: contracts@acqpros.com

Contract Administration: Rita Hardy-Thompson email rhardy-thompson@acqpros.com

CUSTOMER INFORMATION:

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

SIN	Recovery	SIN Description
874-1	874-1RC	Integrated Consulting Services
874-6	874-6RC	Acquisition Management Support



- 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.
- 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.
2. Maximum Order: \$1,000,000.00
3. Minimum Order: \$130.00
4. Geographic Coverage (delivery Area): Domestic; 48 States, DC
5. Point(s) of production (city, county, and state or foreign country): Same as company address
6. Discount from list prices or statement of net price: Government net prices (discounts already deducted).
7. Quantity discounts: 1% in excess of \$100,000.00
8. Prompt payment terms: Net 30 days
- 9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold: Yes
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: will accept over \$3,000
10. Foreign items (list items by country of origin): None
- 11a. Time of Delivery (Contractor insert number of days): Specified on the Task Order
- 11b. 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 list that have expedited delivery: Contact Contractor
- 11c. 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
- 11d. 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
12. F.O.B Points(s): Destination



- 13a. **Ordering Address(es):** Same as Contractor
- 13b. **Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).
14. **Payment address(es):** Same as company address
15. **Warranty provision.:** Contractor's standard commercial warranty.
16. **Export Packing Charges (if applicable):** N/A
17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** Contact Contractor
18. **Terms and conditions of rental, maintenance, and repair (if applicable):** 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 (if applicable):** N/A
22. **List of participating dealers (if applicable):** N/A
23. **Preventive maintenance (if applicable):** N/A
- 24a. **Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:**
N/A
- 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. contactor's website or other location.) The EIT standards can be found at:**
www.Section508.gov/.
25. **Data Universal Numbering System (DUNS) number:** **079395376**
26. **Notification regarding registration in Central Contractor Registration (CCR) database:**



27. Final Pricing:

The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

SIN(s)	Labor Categories	Min Edu	Min Exp.	GSA Rate (w/IFF)
874-1	Acquisition Consultant	Bachelors	15	\$ 117.13
874-6	Acquisition Specialist II	Bachelors	8	\$ 119.19
874-6	Acquisition Specialist III	Bachelors	15	\$ 121.81

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

LABOR CATEGORY DESCRIPTIONS

SIN 874-1 INTEGRATED CONSULTING SERVICES

Acquisition Consultant	
Minimum\General Experience:	Minimum 15 years of related experience or an equivalent combination of education and training that provides the required knowledge, skills, and abilities. Functional Responsibility: Provides organizational reviews on processes, procedures, and improvements relating to acquisition support. Provide leadership in special projects and events, tracks and monitors special projects. Knowledgeable of federal rules and regulations as applicable to the Federal Acquisition Regulations (FAR).
Minimum Education:	A bachelor's degree from an accredited educational institution authorized to grant baccalaureate degree and at least 24 semester hours in any combination of the following fields: accounting, business, finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management.

SIN 874-6 ACQUISITION MANAGEMENT SUPPORT

Acquisition Specialist II (Intermediate)	
Minimum\General Experience:	Minimum 8 years of related experience or an equivalent combination of education and training that provides the required knowledge, skills, and abilities. Functional Responsibility: Assists in the preparation of supporting acquisition documentation including a statement of objectives (SOOs), statement of work (SOW) requirements, procurement plans, program descriptions, technical specifications, and other required solicitation information. Reviews Request for

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800 Corporate Drive, Suite 301, Stafford, Virginia 22554
(703) 884-3838/facsimile (703) 884-4001



	<p>Proposal (RFP) packages for conformance with all aspects of relevant procurement regulations and validates independent government cost estimates. Provides technical assistance in vendor/acquisition contractor proposal evaluation, COTS product analysis, source selection, acceptance testing, and performance monitoring against established benchmarks. Provides support in areas such as development of acquisition strategies; development of requests for proposals; and participation in source selections. Knowledgeable of federal rules and regulations as applicable to the Federal Acquisition Regulations (FAR).</p>
Minimum Education:	<p>A bachelor's degree from an accredited educational institution authorized to grant baccalaureate degree and at least 24 semester hours in any combination of the following fields: accounting, business, finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management.</p>
Acquisition Specialist III (Senior)	
Minimum\General Experience:	<p>Minimum 15 years of related experience or an equivalent combination of education and training that provides the required knowledge, skills, and abilities. Functional Responsibility. Provides subject matter acquisition expertise in support of federal acquisitions. Assists government procurement agencies to define proposals and qualify vendors, applies knowledge of government/defense acquisition processes to support customers in the analysis and improvement of acquisition process policy and procedures. Devises strategies for deploying and implementing new acquisition policy initiatives and measuring the effectiveness of implementation. Uses quantitative analytical techniques to assess system acquisition process issues and develops risk reduction/mitigation approaches for improving acquisition/program planning, control and execution. Provides technical guidance and advisory assistance in the preparation of acquisition documentation including a statement of objectives (SOOs), statement of work (SOW) requirements, procurement plans, program descriptions, technical specifications, and other required solicitation information. Reviews Request for Proposal (RFP) packages for conformance with all aspects of relevant procurement regulations and validates cost estimates. Provides technical assistance in vendor/acquisition contractor proposal evaluation, COTS product analysis, source selection, acceptance testing, and performance monitoring against established benchmarks. Leads the development and implementation of a program's acquisition strategy. Includes preparing and coordinating the approval of regulatory and statutory documentation and managing preparations for milestone decision reviews. Other responsibilities include managing a program's acquisition activities, coordinating/drafting briefings and memoranda for a variety of stakeholders and assisting the management in budgeting, contracting, and cost analysis activities. Knowledgeable of federal rules and regulations as applicable to the Federal Acquisition Regulations (FAR).</p>
Minimum Education:	<p>A bachelor's degree from an accredited educational institution authorized to grant baccalaureate degree and at least 24 semester hours in any combination of the following fields: accounting, business, finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management.</p>