



GENERAL SERVICES ADMINISTRATION FEDERAL SUPPLY SERVICE

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

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: GSAAdvantage.gov

MISSION ORIENTED BUSINESS INTEGRATED SERVICES (MOBIS) (REFRESH #10)

Federal Supply Group: 87, Class: 874, Special Item No. 874-1: Consulting Services

Contract Number: GS-10F-0210S

PERIOD OF PERFORMANCE: 3/31/2006-3/30/2011 (Base Period)
with three 5-Year Options



Modification #2, dated September 30, 2008
DUNS Number: 624829644



SECTION I CONTRACT INFORMATION

1. **AWARDED SPECIAL ITEM NUMBERS (SINS)**

SIN 874-1: CONSULTING SERVICES

“Contractor shall provide expert advice, assistance, guidance or counseling in support of agencies' mission oriented business functions. This may include studies, analyses and reports documenting any proposed developmental, consultative or implementation efforts. Examples of consultation include but are not limited to: strategic, business and action planning; high performance work; process and productivity improvement; systems alignment; leadership systems; organizational assessments; cycle time; performance measures and indicators; program audits, evaluations, and customized training.”

2. **MAXIMUM AND MINIMUM ORDERS**

Minimum: \$300.00

Maximum: \$1,000,000

3. **GEOGRAPHIC COVERAGE**

Base Technologies will provide domestic delivery only.

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

4. **POINT(S) OF PRODUCTION (CITY, COUNTY, AND STATE OR FOREIGN COUNTRY)**

Off-site support will be provided from McLean, VA.

5. **TYPES OF ORDERS ACCEPTED**

Base Technologies will accept both labor hour task orders and firm fixed price task orders under any resultant contract.

BTI uses the Deltek suite of products to provide the Federal Government with the highest level of confidence in our timekeeping practices on labor hour task orders. These products offer superior auditing capabilities, and our managers are trained to use them to conduct routine “floor checks” of timekeeping compliance.



6. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3.

Ordering Information:

a. The following representative should be contacted for ordering information:

John Varca
Base Technologies, Inc.
1749 Old Meadow Road, Suite 500
McLean, VA 22101
703.848.2400
e-mail: pholway@basetech.com

b. Address mailed orders as follows:

Base Technologies, Inc.
Attention: John Varca
1749 Old Meadow Road, Suite 500
McLean, VA 22102
Fax: (703) 848-0804
Email: mobis@basetech.com
Web Site: www.basetech.com

Payment Information:

Payment by electronic funds transfer (EFT) is the preferred method of payment. However, under certain conditions, the ordering activity may elect to make payment by check.

a. Payment Via Credit Card

Call Mr. John Varca, Controller at 703.848.2400 for assistance.

b. Payment Via Check/U.S. Mail

Base Technologies, Inc.
1749 Old Meadow Road, Suite 500
McLean, VA 22102

c. Payment Via Wire Transfer

Contact Mr. John Varca, Controller 703.848.2400 for instructions.

7. LIABILITY FOR INJURY OR DAMAGE

Limitation of liability. Except as otherwise provided by an express warranty, the Contractor will not be liable to the Government for consequential damages resulting from any defect or deficiencies in accepted items.



**8. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE
COMPLETION OF STANDARD FORM 1449**

Block 10: Type of Contractor - Unrestricted

Block 12: Discount Terms: Minimum: Net 30 Days

Other: 0 % 0 Days

Block 17a. CAGE Code: OYOM5

Contractor has registered with the Central Contractor Registration Database.

**9. DISCOUNTS: PRICES SHOWN ARE NET PRICES; BASIC DISCOUNTS HAVE
BEEN DEDUCTED**

a. Prompt Payment: Net 30 days from receipt of invoice or date of acceptance, whichever is later.

b. Quantity: None

c. Dollar Volume: None

10. BTI'S UNCOMPENSATED OVERTIME POLICY

Overtime hours are hours worked in a standard workweek that is in excess of 40 hours in a single seven-day workweek (i.e., the standard workweek). FLSA does not require pay at the overtime rate for hours worked in excess of eight per day, or for work on Saturdays, Sundays, or holidays, as long as the employee has not worked more than a total of 40 hours in that workweek.

No overtime premium will be paid for vacation, sick leave, and/or administrative leave.

Overtime work, of course, will be consistent with applicable state and federal laws. All overtime shall be performed only upon prior approval by the supervisor. Confirmation of supervisory approval is required on timesheets for all employees working overtime.

Non-Exempt Employees. Non-exempt employees will be paid for all hours worked in excess of 40 hours per week. Overtime hours are paid at a premium rate of one and one-half times the regular rate of pay. No overtime premium will be paid for paid absences such as vacation, sick leave, holiday, and/or administrative leave. Overtime work will be consistent with applicable state and federal laws. All overtime will be performed only upon prior approval by the supervisor. Written supervisory approval is required on time sheets for all employees working overtime.

H2 Exempt Employees. If an exempt employee works in excess of the standard workweek, the employee does so with the understanding that they will not be compensated for such hours. Any exceptions to this policy must be approved in advance by the Corporate Office in compliance with contractual agreements and federal law.



SECTION II LABOR CATEGORY DESCRIPTIONS

PRINCIPAL CONSULTANT II

Oversees negotiation of delivery/task orders and design phases of MOBIS tasks. Plans, organizes, staffs, directs, and manages performance of work associated with one or more task orders within the relevant subject matter domain of the project and the Principal Consultant's practice area.

Fully responsible for providing technical guidance and expertise to project staff and ensuring that the methods, tools, and techniques applied in performance of the work represent the state of the art.

Responsible for monitoring the technical quality of work products and ensuring that products meet quality standards. Substantially contributes to product content.

In coordination with contract and task order management, plans work efforts, ensuring that schedules and budgets are appropriate for accomplishment of project objectives, and directs the work efforts of project staff.

Works with customers in providing consultative advice in areas of expertise.

Position requires an advanced degree plus 15 years of practical experience, or BS/BA degree and 20 years of practical experience.

PRINCIPAL CONSULTANT I

Oversees negotiation of delivery/task orders and design phases of MOBIS tasks. Plans, organizes, staffs, and manages performance of work associated with one or more task orders within the Principal Consultant's practice area.

Responsible for providing technical guidance and expertise to project staff and ensuring that the methods, tools, and techniques applied in performance of the work represent the state of the art.

Responsible for monitoring the technical quality of work products and ensuring that products meet quality standards. Substantially contributes to product content.

In coordination with contract and task order management, plans work efforts, ensuring that schedules and budgets are appropriate for accomplishment of project objectives, and directs the work efforts of project staff.

Works with customers in providing consultative advice in areas of expertise.

Position requires an advanced degree plus 10 years of practical experience, or BS/BA degree and 15 years of practical experience.



MANAGEMENT CONSULTANT

Oversees negotiation of delivery/task orders and design phases of MOBIS tasks. Plans and organizes resources to accomplish analytical tasks. Provides senior level management in coordination of analytical efforts with all Federal agency executives and senior level managers. Plans, organizes, and oversees work efforts; assigns and manages resources; supervises personnel; ensures quality management; and monitors overall project and contract performance.

Position requires an advanced degree plus 8 years of practical experience., or a BS/BA degree and 12 years of practical experience.

CONSULTANT

Oversees negotiation of delivery/task orders and design phases of MOBIS tasks. Plans and organizes resources to accomplish analytical tasks. Provides senior level management in coordination of analytical efforts with all Federal agency executives and senior level managers. Plans, organizes, and oversees work efforts; assigns and manages resources; supervises personnel; ensure quality management; and monitors overall project and contract performance.

Position requires a BS/BA degree plus 8 years of practical experience.

SUBJECT MATTER EXPERT III

Preeminent business professional with superior capabilities in the planning and directing of all and every aspect of organizational programs. Provides analysis, evaluation and recommendations for improvements, optimization, development, and/or maintenance efforts for client-specific or mission-critical proficiencies.

Position requires Ph.D. and 10 years specialized experience or equivalent publications, symposia or credentials including peer review journals.

SUBJECT MATTER EXPERT II

Prominent top-level professional with expert, senior executive level management and leadership skills. Outstanding capabilities in planning and directing of all and every aspect of organizational programs, and programs in excess of one million dollars. Consults with client to define need or problem, conducts studies and surveys to obtain data and analyze data to advise on or recommend solution.

Position requires a MA with 10 years of specialized experience or BA/BS and 12 years specialized experience.

SUBJECT MATTER EXPERT I

Develops requirements for a project's inception to conclusion in a subject matter area, for simple to moderately complex programs. Applies specialized knowledge to particular task. Designs major projects and provides program management oversight for large, detailed projects or has



specific knowledge in a highly specialized area. Must be able to communicate expert information to variety of audiences orally and in writing. Excellent verbal and written communication skills.

Position requires a BS/BA with 7 years of specialized experience.

ANALYST III

This individual must have specialized experience in facilitation, training, methodology development and evaluation, process re-engineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices.

Applies process improvement and re-engineering methodologies and principles to conduct process modernization projects. Duties include activity and work flow, developing modern business methods, identifying best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, and training, and provides additional forms of knowledge transfer.

Position requires a BS/BA with 10 years of practical experience.

ANALYST II

Applies knowledge of business methods and computerized systems in working with customers to analyze and improve specific business problems or performance areas. Acts as an internal consultant to provide analysis of current or proposed business systems. Conducts and delivers studies or cost benefit analyses for new projects or changes to existing systems. Consults on risk management and cost control procedures.

Position requires a BS/BA and 8 years experience.

ANALYST I

Helps to clearly define government financial and business practices for integration into the government business system.

Identifies potential problems and solutions through analysis identifying recommended solutions. Must be able to work with functional specialists, automation specialists, contractors, vendors, and customers to effectively adhere to customer requirements. Acts as a focal point to coordinate all disciplines in the recommended solution.

Position requires a BS/BA plus 5 years experience.

PROGRAM MANAGER

This individual will direct, plan, organize, control and manage one or more MOBIS project/program to ensure that all contractual obligations are fulfilled in an efficient and timely manner. Must be able to manage multiple concurrent analysis and development tasks in projects, serve as point of contact with the Contracting Officer, Contracting Officer's Representative or Task Monitor, formulate and enforce work standards, develop schedules, review work



discrepancies and communicate policies, purposes and goals of the organization, and manage and control funds and resources.

Position requires an advanced degree and 10 years of management and supervisory experience, or a BS/BA degree plus 15 years of practical experience.

PROJECT MANAGER

Under the oversight of a Program Manager, provides overall project, financial, administrative, and schedule management over the activities of one or more project components within MOBIS task orders. Supervises project operations and develops and implements procedures, planning, and execution of the business effort. Employs knowledge of methods and procedures to minimize costs and maximize efficiency in achieving the requirements of the project. Performs evaluations of procedures, processes, models, and systems related to business and contractual management and reports problems and recommends/implements solutions. Provides direction for project personnel, including the review of work products for correctness, adherence to the design concepts and user standards, and progress in accordance with schedules. Implements best practices to ensure assure risk management/mitigation throughout the project life cycle. Coordinates with the Program Manager and customer principals to ensure problem resolution and user satisfaction.

Position requires a BS/BA degree with 10 years of practical experience, or 15 years of practical experience (7 of which comprise supervisory experience).

PROJECT LEAD

Under the supervision of a Project Manager, provides financial management, administration, and schedule control over the activities of a specific sub-activity within a MOBIS task order. Supports the Project Manager in project management, configuration management, quality of work, scheduling, and costs control. Under the guidance of the Project Manager, provides technical and administrative direction for project personnel, including the review of work products for correctness, adherence to the design concepts and user standards, and progress in accordance with schedules. Coordinates with the Project Manager to ensure problem resolution and user satisfaction. Prepares milestone status reports and deliveries and presentations of the finished MOBIS service or product.

Position requires a BS/BA degree with 5 years demonstrated experience, or 10 years of practical experience (5 of which comprise supervisory experience).

FACILITATOR

Directs and leads successful workshops and meetings where ideas/issues are discussed and agreement reached as a group. Conducts research and prepares workshop agendas and other documents within a structured framework, arbitrates any debates and constantly elicits questions. The facilitator resolves disputes, remains neutral, communicates, listens and understands, and is able to define and clarify issues. Experienced in facilitation methods, and possesses intense analytic, questioning and listening skills necessary to direct a facilitated discussion.



Position requires a Bachelor's degree, plus 10 years experience.

WRITER

Responsible for producing written deliverables, articles, reports, and correspondence. Knowledge and skills in Word Processing and document development. Coordinates with the customer for the format of written work products. Designs logical and physical document layouts, and coordinates with graphic artists and editors as required. Follows established formats, processes, guidelines, and deadlines.

Position requires a Bachelor's degree and 3 years practical experience.

EDITOR

Prepares and edits documentation incorporating information provided by management, specialists, analysts, writers, and consultant personnel. Has substantial knowledge of the capabilities of desktop publishing and computer systems. Duties include the editing, and/or graphic presentation of written materials for both novice and informed audiences. Helps writers organize and polish their material. Edits for readability and clarity. Interprets documentation standards and prepares documentation according to the standards. Responsible for finished documents, spelling, punctuation, and grammar.

Position requires a Bachelor's degree and 5 years experience.

EXECUTIVE ASSISTANT

Provides administrative support to Senior Management and associated managerial and professional staff. Duties may involve planning, organizing, directing and reviewing the work of administrative support staff; training administrative staff in work procedures; and providing input in selection, evaluation and disciplinary matters. Requires the frequent use of tact, discretion, initiative, and independent judgment. May receive and screen visitors and telephone calls, provide information and resolve complaints. May research, compile and summarize a variety of informational materials; organize, maintain and purge various administrative, reference, and follow-up files; compile and review budget figures; type budget worksheets and drafts of a wide variety of finished documents from stenographic notes, brief instructions, or printed materials; uses word processing equipment, and may input or retrieve data and prepare reports from an on-line or personal computer system. May compile and process confidential materials. Makes appointments and maintains the Manager's calendar and schedules; arranges for meetings and makes travel arrangements. Organizes own work, sets priorities and meets critical deadlines.

Position requires a Bachelor's degree and 5 years experience.

ADMINISTRATIVE SUPPORT II

Performs routine office support activities in a structured work environment. Applies knowledge of basic office practices, procedures and equipment (e.g. telephone, postage meter, computer,



fax, copier, etc.). May require application of knowledge of grammar, punctuation, spelling, and basic mathematics. May handle information requests, and perform clerical functions such as preparing correspondence, receiving visitors, arranging conference calls, and scheduling meetings. Supports a variety of duties within the office, including processing paperwork, filing, copying, and mailings. Requires a working knowledge of the Internet, proficiency in PC usage for email, scheduling, Microsoft Word, and Excel. Must have strong communication and interpersonal skills. May also train and supervise lower-level clerical staff.

Position requires a High School graduate or GED equivalent and 5 years experience.

ADMINISTRATIVE SUPPORT I

Performs routine office support activities in a structured work environment. Applies knowledge of basic office practices, procedures and equipment (e.g. telephone, postage meter, computer, fax, copier, etc.). May require application of knowledge of grammar, punctuation, spelling, and basic mathematics. May handle information requests, and perform clerical functions such as preparing correspondence, receiving visitors, arranging conference calls, and scheduling meetings. Supports a variety of duties within the office, including processing paperwork, filing, copying, and mailings. Requires a working knowledge of the Internet, proficiency in PC usage for email, scheduling, Microsoft Word, and Excel. Must have strong communication and interpersonal skills.

Position requires a High School graduate or GED equivalent and advanced training.



SECTION III RATES

Base Technologies, Inc.

MOBIS

Effective Date: 10/1/08

Labor Categories	On-Site GSA Price	Off-Site GSA Price
Principal Consultant II	\$251.25	\$332.90
Principal Consultant I	\$204.61	\$271.11
Management Consultant	\$163.69	\$216.89
Consultant	\$125.62	\$166.45
Subject Matter Expert III	\$253.73	\$336.17
Subject Matter Expert II	\$180.06	\$238.57
Subject Matter Expert I	\$118.67	\$157.25
Analyst III	\$108.54	\$143.81
Analyst II	\$90.45	\$119.85
Analyst I	\$57.29	\$75.91
Program Manager	\$130.96	\$173.51
Project Manager	\$120.60	\$159.79
Project Lead	\$90.03	\$119.29
Facilitator	\$102.30	\$135.55
Writer	\$75.70	\$100.32
Editor	\$63.43	\$84.05
Executive Assistant	\$70.39	\$93.26
Administrative Support II	\$55.25	\$73.20
Administrative Support I	\$40.92	\$54.23

Out-year escalation is governed by the Economic Price Adjustment Clause 552.216-70 on Page 37 of the MOBIS Solicitation