

**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 GSA Advantage! ® is: GSAAvantage.gov*

**Multiple Award Schedule**

*FSC Group: Information Technology Professional Services FSC Class:*

**CONTRACT NUMBER: 47QTCA22D00AF**

*Contract period: July 11, 2 022 through July 10, 2027*

**Viderity Inc.**

Washington, DC – 2003716572101 L ST N W, STE 800,  
703-776 -0181 | [www.viderity.com](http://www.viderity.com)

**Contract administrators:**

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*Business size:*

*Certified Small Disadvantaged Business Enterprise.*

*Women-Owned Small Business Certified, Historically Underutilized HUBZone Certified,  
S Corporation.*

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GSA Schedules page at [GSA.gov](http://GSA.gov)*

*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).

SINs	Recovery	SIN Title
54151S	54151SRC	Information Technology Professional Services
541430,541511,541810, 541613, 541910, 541611		Graphic Design Services; Web Based Marketing; Advertising Services; Marketing Consulting Services; Marketing Research and Analysis; Administrative Management and General Management Consulting Services
OLM	OLMSTLOC OLMRC	Order-Level Materials (OLM's)

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 Page 4

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 Page 4

2. Maximum order:

SINs	Maximum Order
54151S	\$500,000.00
541430,541511,541810, 541613, 541910, 541611	\$1,000,000.00
OLM	Must not exceed 33.33% over the task order value.

3. Minimum order: \$1000

4. Geographic coverage (delivery area). Domestic and Overseas delivery

5. Point(s) of production: same as contractor
6. Discount from list prices or statement of net price. Government Net Prices (discounts already deducted.)
7. Quantity discounts. 2.00% for task orders at \$200,000 and over
8. Prompt payment terms. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions. 0.50% 10 days, Net 30
9. Foreign items (list items by country of origin). Not Applicable
- 10a. Time of delivery. (Contractor insert number of days.) Contact Contractor
- 10b. Expedited Delivery. Items available for expedited delivery are noted in this price list. Contact Contractor
- 10c. Overnight and 2-day delivery. Contact Contractor
- 10d. Urgent Requirements. Contact Contractor
11. F.O.B. point(s). Destination
- 12a. Ordering address: same as contractor
- 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. Same as contractor
14. Warranty provision. Standard Commercial Warranty Terms & Conditions
15. Export packing charges, if applicable. Not Applicable
16. Terms and conditions of rental, maintenance, and repair (if applicable). Not Applicable
17. Terms and conditions of installation (if applicable). Not Applicable
- 18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). Not Applicable
- 18b. Terms and conditions for any other services (if applicable). Not Applicable
19. List of service and distribution points (if applicable). Not Applicable
20. List of participating dealers (if applicable). Not Applicable

21. Preventive maintenance (if applicable). Not Applicable

22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). Not Applicable

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/](http://www.Section508.gov/).  
Not Applicable

23. Unique Entity Identifier (UEI) number. C3NPBTXZN113

24. Notification regarding registration in System for Award Management (SAM) database. Contractor registered and active in SAM.

### Services Pricing

SIN	Labor Category	GSA PRICE including IFF Year 1	GSA PRICE including IFF Year2	GSA PRICE including IFF Year3	GSA PRICE including IFF Year 4	GSA PRICE including IFF Year 5
54151S	IT Program Manager I	\$104.43	\$107.14	\$109.92	\$112.79	\$115.72
54151S	IT Program Manager II	\$133.68	\$137.16	\$140.73	\$144.38	\$148.14
54151S	IT Strategic Consultant I	\$129.23	\$132.58	\$136.03	\$139.57	\$143.20
54151S	IT Strategic Consultant II	\$191.61	\$196.58	\$201.69	\$206.93	\$212.31
54151S	IT Functional Specialist I	\$104.43	\$107.14	\$109.92	\$112.79	\$115.72

54151S	IT Functional Specialist II	\$133.68	\$137.16	\$140.73	\$144.38	\$148.14
54151S	Subject Matter Expert I	\$131.65	\$135.07	\$138.59	\$142.20	\$145.89
54151S	Subject Matter Expert II	\$142.59	\$146.30	\$150.11	\$154.01	\$158.01
54151S	Subject Matter Expert III	\$143.71	\$147.45	\$151.27	\$155.20	\$159.24
54151S	Subject Matter Expert IV	\$145.13	\$148.91	\$152.78	\$156.75	\$160.82
54151S	Information Specialist II	\$122.27	\$125.45	\$128.72	\$132.06	\$135.49
54151S	IT Analyst II	\$117.61	\$120.66	\$123.80	\$127.01	\$130.31
54151S	IT Analyst III	\$125.78	\$129.06	\$132.41	\$135.86	\$139.39
54151S	IT Analyst V	\$153.84	\$157.84	\$161.94	\$166.16	\$170.48
54151S	Senior Technology Consultant	\$188.90	\$193.80	\$198.84	\$204.01	\$209.31

54151S	Design and Development Specialist 1	\$48.03	\$49.23	\$50.46	\$51.72	\$53.02
54151S	Design and Development Specialist 2	\$64.98	\$66.60	\$68.27	\$69.98	\$71.73
54151S	Design and Development Specialist 3	\$76.32	\$78.23	\$80.18	\$82.19	\$84.24
54151S	Design and Development Specialist 4	\$103.16	\$105.74	\$108.38	\$111.09	\$113.87
54151S	Design and Development Specialist 4	\$124.36	\$127.47	\$130.66	\$133.92	\$137.27
541430,541511, 541810, 541613, 541910	Web Developer I	\$77.10	\$79.10	\$81.16	\$83.26	\$85.43
541430,541511, 541810, 541613, 541910	Web Developer II	\$143.71	\$147.45	\$151.27	\$155.20	\$159.24
541430,541511, 541810, 541613, 541910	Graphics Specialist I	\$104.43	\$107.14	\$109.92	\$112.79	\$115.72
541430,541511, 541810, 541613, 541910	Graphics Specialist II	\$133.68	\$137.16	\$140.73	\$144.38	\$148.14
541430,541511, 541810, 541613, 541910	Subject Matter Expert	\$264.58	\$271.47	\$278.53	\$285.77	\$293.20

541430,541511, 541810, 541613, 541910	Communications Consultant I	\$141.84	\$145.53	\$149.32	\$153.20	\$157.18
541430,541511, 541810, 541613, 541910	Communications Consultant II	\$210.32	\$215.79	\$221.40	\$227.15	\$233.06
541430,541511, 541810, 541613, 541910	Project Manager I	\$114.63	\$117.61	120.66	\$123.80	\$127.02
541430,541511, 541810, 541613, 541910	Project Manager II	\$146.74	\$150.56	\$154.48	\$158.50	\$162.62
541430,541511, 541810, 541613, 541910	Visual/Graphic Designer I	\$109.94	\$112.81	\$115.74	\$118.75	\$121.84
541430,541511, 541810, 541613, 541910	Visual/Graphic Designer II	\$127.09	\$130.40	\$133.78	\$137.26	\$140.83
541430,541511, 541810, 541613, 541910	Interactive Media Specialist I	\$119.77	\$122.88	\$126.08	\$137.26	\$140.83
541430,541511, 541810, 541613, 541910	Interactive Media Specialist II	\$143.72	\$147.46	\$151.29	\$155.22	\$159.26
541430,541511, 541810, 541613, 541910	A/V Specialist I	\$114.61	\$117.59	\$120.64	\$123.78	\$127.00
541430,541511, 541810, 541613, 541910	A/V Specialist II	\$146.74	\$150.56	\$154.48	\$158.50	\$162.62

541611	Process Improvement Analyst 1	\$87.88	\$90.17	\$92.51	\$94.92	\$97.39
541611	Process Improvement Analyst 2	\$92.27	\$94.67	\$97.13	\$99.66	\$102.25
541611	Process Improvement Analyst 3	\$146.48	\$150.29	\$154.20	\$158.21	\$162.32
541611	Process Improvement Analyst 4	\$183.39	\$188.15	\$193.05	\$198.07	\$203.21
541611	Process Improvement Analyst 5	\$220.98	\$226.72	\$232.61	\$238.66	\$244.87
541611	Business Analyst 1	\$73.88	\$75.81	\$77.78	\$79.81	\$81.88
541611	Business Analyst 2	\$104.43	\$107.14	\$109.92	\$112.79	\$115.72
541611	Business Analyst 3	\$135.02	\$138.53	\$142.13	\$145.82	\$149.61
541611	Business Analyst 4	\$159.26	\$163.41	\$167.66	\$172.02	\$176.49
541611	Business Analyst 5	\$191.38	\$196.35	\$201.46	\$206.70	\$212.07

541611	Task Lead	\$236.53	\$242.68	\$248.99	\$255.47	\$262.11
541611	Senior Task Lead	\$226.94	\$232.85	\$238.90	\$245.11	\$251.49
541430,541511, 541810, 541613, 541910, 541512	<b>**Administrative Assistant</b>	\$55.02	\$56.45	\$57.92	\$59.43	\$60.97

## Labor Category Descriptions

<p><b>IT Program Manager I</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 4</b></p>	<p>—Has demonstrated information technology expertise and communications skills. —Coordinates multiple projects and oversees project planning and the work of program personnel. —Coordinates the completion of projects and applies experience in performance management, budget management, risk management, or other related services. —Interacts with the client throughout the project, provides status reports, manages changes, ensures compliance, and provides insight and recommendations to mitigate project-related issues. —Applies overall knowledge of relevant technologies in the Federal IT space. Familiar with Project Management rollouts (i.e., scrum, agile) around software application support projects. —A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline.</p>
<p><b>IT Program Manager II</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 6</b></p>	<p>—Has demonstrated information technology expertise and communications skills. —Directs and manages multiple projects and oversees the work of program personnel. —Directs the completion of projects and applies experience in performance management, risk management, or other related services. —Interacts with the client over the course of the project, provides status reports, and provides insight and recommendations to mitigate project-related issues. —Applies overall knowledge of relevant technologies in the Federal IT space. Familiar with Project Management rollouts (i.e., scrum, agile) around software application support projects. —A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline.</p>
<p><b>IT Strategic Consultant I</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 4</b></p>	<p>—Provides strategic consulting advice, solutions, and support to organizations, including two (2) years in at least one of the following: internet strategy, online communities, internet marketing, internet best practices, and internet trends. —Has knowledge and demonstrated experience in conducting training, developing presentations/proposals, and writing strategic and technical content solutions. — Participates in large-scale review and assessment of strategic issues facing a client, including baseline evaluation, "brand" identification, gap analysis, opportunities analysis, — and developing a detailed implementation plan. Provides key understanding of competitive landscapes, emerging trends, technology, business trends, and competitors.</p>

<p><b>IT Strategic Consultant II</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 6</b></p>	<p>—Provides strategic consulting advice, solutions, and support to organizations, including four (4) years in at least one of the following: internet strategy, online communities, internet marketing, internet best practices, and internet trends. —Has knowledge and demonstrated experience in conducting training, developing presentations/proposals, and writing strategic and technical content solutions. — Identifies and articulates a vision for the effective use of traditional and digital media channels as tools to further the goals of an organization. —Leads large-scale review and assessment of strategic issues facing a client, including baseline evaluation, "brand" identification, gap analysis, opportunities analysis, and developing a detailed implementation plan. —Facilitates high-level client discussions and decision making, guiding the strategy team, and provides key understanding of competitive landscapes, emerging trends, technology, business trends, and competitors.</p>
<p><b>IT Functional Specialist I</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 4</b></p>	<p>—Experience in providing analysis in the design, development, evaluation, enhancement, maintenance, testing, or problem diagnosis/resolution. —The IT Functional Specialist will bring process modeling, process simulation, and performance measuring expertise to large-scale implementations or systems integration efforts. — May lead team(s) to support an overall process-related effort.</p>
<p><b>IT Functional Specialist II</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 6</b></p>	<p>—Experience in providing analysis in the design, development, evaluation, enhancement, maintenance, testing, or problem diagnosis/resolution. —The IT Functional Specialist will bring process modeling, process simulation, and performance measuring expertise to large-scale implementations or systems integration efforts. —May lead team(s) to support an overall process-related effort. Advises on methodology while coordinating analyses with other project personnel. — Applies technical and/or analytical approaches to solve client issues.</p>
<p><b>Subject Matter Expert I</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 6</b></p>	<p>Serves as subject matter expert, possessing in-depth knowledge of a particular area, such as business, computer science, engineering, mathematics, technologies, or the various sciences. Provides technical knowledge and analysis of highly specialized applications and operational environments, high-level functional systems analysis, design, integration, documentation, and implementation advice on exceptionally complex problems that need extensive knowledge of the subject matter for effective implementation. Participates as needed in all phases of system and software development with emphasis on the planning, analysis, testing, integration, documentation, and presentation phases. Applies principles, methods, and knowledge of the functional area of capability to specific task order requirements, advanced mathematical principles, and methods to exceptionally difficult and narrowly defined technical problems in engineering and other scientific applications to arrive at automated solutions.</p>
<p><b>Subject Matter Expert II</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 7</b></p>	<p>Serves as subject matter expert, possessing in-depth knowledge of a particular area, such as business, computer science, engineering, mathematics, technologies, or the various sciences. Provides technical knowledge and analysis of highly specialized applications and operational environments, high-level functional systems analysis, design, integration, documentation, and implementation advice on exceptionally complex problems that need extensive knowledge of the subject matter for effective implementation. Participates as needed in all phases of system and software development with emphasis on the planning, analysis, testing, integration, documentation, and presentation phases. Applies principles, methods, and knowledge of the functional area of capability to specific task order requirements, advanced mathematical principles, and methods to exceptionally difficult and narrowly defined technical problems in engineering and other scientific applications to arrive at automated solutions.</p>

<p><b>Subject Matter Expert III</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 9</b></p>	<p>Serves as subject matter expert, possessing in-depth knowledge of a particular area, such as business, computer science, engineering, mathematics, technologies, or the various sciences. Provides technical knowledge and analysis of highly specialized applications and operational environments, high-level functional systems analysis, design, integration, documentation, and implementation advice on exceptionally complex problems that need extensive knowledge of the subject matter for effective implementation. Participates as needed in all phases of system and software development with emphasis on the planning, analysis, testing, integration, documentation, and presentation phases. Applies principles, methods, and knowledge of the functional area of capability to specific task order requirements, advanced mathematical principles, and methods to exceptionally difficult and narrowly defined technical problems in engineering and other scientific applications to arrive at automated solutions.</p>
<p><b>Subject Matter Expert IV</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 12</b></p>	<p>Serves as subject matter expert, possessing in-depth knowledge of a particular area, such as business, computer science, engineering, mathematics, technologies or the various sciences. Provides technical knowledge and analysis of highly specialized applications and operational environments, high-level functional systems analysis, design, integration, documentation, and implementation advice on exceptionally complex problems that need extensive knowledge of the subject matter for effective implementation. Participates as needed in all phases of system and software development with emphasis on the planning, analysis, testing, integration, documentation, and presentation phases. Applies principles, methods, and knowledge of the functional area of capability to specific task order requirements, advanced mathematical principles, and methods to exceptionally difficult and narrowly defined technical problems in engineering and other scientific applications to arrive at automated solutions.</p>

<p><b>Information Specialist II</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 5</b></p>	<p>Applies information management techniques and practices in support of business process improvement and business process modernization projects. Applies reverse engineering and reengineering disciplines to develop activity and data modeling, and transaction flow analysis to document existing processes. Uses such methodologies as IDEFO Performs process and/or data modeling utilizing industry standard tools such as IDEFO and IDEFIX. Develops and applies organization-wide information models for use in assisting the design of integrated, shared software and database management systems. Participates in the construct of sound, logical business improvement opportunities consistent with organizational information management guiding principles, cost savings, and open system architecture objectives. Analyzes functional business applications and design specifications.</p>
<p><b>IT Analyst II</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 5</b></p>	<p>Provides technical and administrative direction for tasks, including review of work products for correctness, and compliance with industry-accepted standards, policies, and user standards specified in specific TOs. Ensures problem resolution and customer satisfaction. Provides technical and administrative guidance and/or direction for technical personnel performing on a task order. Provides technical and administrative direction for tasks, including review of work products for correctness and compliance with industry-accepted standards.</p>
<p><b>IT Analyst III</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 7</b></p>	<p>Provides technical and administrative direction for tasks, including review of work products for correctness, and compliance with industry-accepted standards, policies, and user standards specified in specific TOs. Ensures problem resolution and customer satisfaction. Provides technical and administrative guidance and/or direction for technical personnel performing on a task order. Provides technical and administrative direction for tasks, including review of work products for correctness and compliance with industry-accepted standards.</p>
<p><b>IT Analyst V</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 12</b></p>	<p>Provides technical and administrative direction for tasks, including review of work products for correctness, and compliance with industry-accepted standards, policies, and user standards specified in specific TOs. Ensures problem resolution and customer satisfaction. Provides technical and administrative guidance and/or direction for technical personnel performing on a task order. Provides technical and administrative direction for tasks, including review of work products for correctness and compliance with industry-accepted standards.</p>

<p><b>Senior Technology Consultant</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 10</b></p>	<p>—Provides subject matter expertise for the strategic planning and development of enterprise-level development projects. —Assists the development team in overseeing the application architecture, design, development, and implementation of a content management system (CMS) solution. —Leads the development of installs, theming, module integration and custom patching, and custom module development. —Supports and leads development efforts for third-party and legacy system integration with the CMS. — Has a solid understanding of user experience (UX) with in-depth knowledge of design strategy, and identifies tests, and initiates work with new and emerging technologies.</p>
<p><b>Web Developer I</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 4</b></p>	<p>—Programs customized web-based tools and applications as well as back-end solutions for clients. — Designs systems for implementation by Web Developers and Web Programmers. —Interacts with clients and project managers on technical aspects of the project. —Knowledge and proficiency in HTML, dynamic HTML, ActionScript, Dreamweaver, JavaScript, XML, SQL, PHP, Drupal, WordPress, CSS, CGI, .NET.</p>
<p><b>Web Developer II</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 6</b></p>	<p>—Advanced level programming skills with a solid knowledge of site design, information architecture, client management, user interface design, site utilization, front and back-end development. — Programs customized web-based tools and applications as well as front and back-end solutions for clients. — Designs systems for implementation by Web Developers and Web Programmers. — Interacts with clients and project managers on technical aspects of the project. — Knowledge and proficiency in HTML, dynamic HTML, ActionScript, Dreamweaver, JavaScript, XML, SQL, PHP, Drupal, WordPress, CSS, CGI, and .NET.</p>
<p><b>Graphics Specialist I</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 6</b></p>	<p>—Has demonstrated graphic design technology expertise and communications skills. —Adept at using technology and computer software to create digital media. — Experience with graphics applications (Adobe Illustrator, Photoshop, InDesign, Illustrator, MS PowerPoint, etc.). — Develops and edits graphic presentations for slides. Creates/edits/imports graphics for print, web, or machine-readable documents. —Provides and creates the computer-based design, layout, and production for printed materials (brochures, flyers, posters, reports, magazines, etc.), websites, electronic documents, (e-newsletters, banner ads, etc.), and exhibit displays. —Prepares files for print/web applications including creating animation, and custom illustrations. Corrects errors in print-ready files and conducts quality assurance checks. Experience with PowerPoint animation, hand illustration, and media management.</p>
<p><b>Graphics Specialist II</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 8</b></p>	<p>—Has demonstrated graphic design technology expertise and communications skills. Adept at using technology and computer software to create digital media. —Manages and supervises the production of graphics-by-graphics support staff. — Manages creative projects from concept to completion, translates marketing objectives into strategies and directs the creative team in the production of advertising, public relations, outreach, and marketing collateral. —Experience with graphics applications (Adobe Illustrator, Photoshop, InDesign, Illustrator, MS PowerPoint, etc.). Develops and edits graphic presentations for slides. —Creates/edits/imports graphics for print, web, or machine-readable documents. — Provides and creates the computer-based design, layout, and production for printed materials (brochures, flyers, posters, reports, magazines, etc.), websites, electronic documents, (e-newsletters, banner ads, etc.), and exhibit displays. —Prepares files for print/web applications including creating animation, and custom illustrations.</p> <p>—Corrects errors in print-ready files and conducts quality assurance checks.</p> <p>Experience with PowerPoint animation, hand illustration, and media management.</p>

<p><b>Graphics Specialist II</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 8</b></p>	<p>—Has demonstrated graphic design technology expertise and communications skills. Adept at using technology and computer software to create digital media. —Manages and supervises the production of graphics-by-graphics support staff. — Manages creative projects from concept to completion, translates marketing objectives into strategies and directs the creative team in the production of advertising, public relations, outreach, and marketing collateral. —Experience with graphics applications (Adobe Illustrator, Photoshop, InDesign, Illustrator, MS PowerPoint, etc.). Develops and edits graphic presentations for slides. —Creates/edits/imports graphics for print, web, or machine-readable documents. — Provides and creates the computer-based design, layout, and production for printed materials (brochures, flyers, posters, reports, magazines, etc.), websites, electronic documents, (e-newsletters, banner ads, etc.), and exhibit displays. —Prepares files for print/web applications including creating animation, and custom illustrations. —Corrects errors in print-ready files and conducts quality assurance checks. Experience with PowerPoint animation, hand illustration, and media management.</p>
<p><b>Subject Matter Expert</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 12</b></p>	<p>—Develops customized organizational and marketing solutions to meet client needs. —Engages clients in problem-solving, questioning, listening, and solutions identification. — Translates organizational concerns into communications solutions. —Provides a key understanding of competitive landscapes. —Understands the strategic communications consulting landscape, emerging technology, and business trends, established competitors, and emerging companies. —Leads team members in defining project objectives, scope, and deliverables; and assesses resource needs. — Architects organizational strategies to ensure all creative work is focused on achieving client objectives.</p>
<p><b>Communications Consultant I</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 4</b></p>	<p>—Research (through quantitative and qualitative methods), plans and executes complex marketing, public relations, branding, strategy, media buying and communications projects with multiple deliverables. —Recommends solutions including the development of communications strategies, marketing plans, training programs, curricula, media buys, public relations campaigns and other learning initiatives. —Strategizes, develops, writes and edits for a variety of print and web communication vehicles, according to set standards regarding order, clarity, conciseness, style and terminology. —Reads from scripts and speaks to the microphone and film is being projected, timing comments to fit action being portrayed. —Converts and translates written material from one or more source languages (e.g., Spanish, German, French, Russian, Italian, Arabic, Japanese, Chinese, Portuguese. —Researches, plans, writes, and edits multimedia/interactive, trains the trainer instructor-led/classroom-based training program.</p>
<p><b>Communications Consultant II</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 8</b></p>	<p>—Research (through quantitative and qualitative methods), plans, executes and provides creative insight throughout complex marketing, public relations, branding, strategy, media buying and communications projects with multiple deliverables. — Recommends and oversees the implementation of solutions including the development of communications strategies, marketing plans, training programs, curricula, media buys, public relations campaigns and other learning initiatives. — Strategizes, develops, writes and edits content for a variety of print and web communication vehicles according to set standards regarding order, clarity, conciseness, style and terminology. — Converts and translates written material from one or more source languages (e.g., Spanish, German, French, Russian, Italian, Arabic, Japanese, Chinese, Portuguese. —Researches, plans, writes and edits multimedia/interactive, train the trainer instructor-led/classroom-based training program. — Converts and translates written material from one or more source languages (e.g., Spanish, German, French, Russian, Italian, Arabic, Japanese, Chinese, Portuguese. Researches, plans, writes and edits multimedia/interactive, train the trainer instructor-led/classroom-based training program. — Provides key understanding of competitive landscapes through an understanding of the strategic communications landscape, emerging technology, business trends, established competitors, etc.</p>

<p><b>Project Manager I</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 4</b></p>	<p>—Serves as client point of contact on project progress from start to completion. — Maintains project schedules, provides estimates, coordinates with print and other vendors, makes copies of scripts, and manages the transportation of video crew and equipment. —Coordinates personnel to ensure they perform their jobs effectively; control their costs; achieve quality standards; maximize weekly billings; and control schedules, job-related costs, and materials. —Manages the successful planning, coordination and, communication of all conference activities including travel logistics, materials shipping, event reservation, etc.</p>
<p><b>Project Manager II</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 7</b></p>	<p>—Serves as client point of contact on project progress from start to completion by maintaining project schedules, providing estimates and coordinating with print and other vendors, making copies of scripts, and managing the transportation of video crew and equipment. —Coordinates personnel to ensure they perform their jobs effectively; control their costs; achieve quality standards; maximize weekly billings; and control schedules, job-related costs, and materials. —Manages the successful planning, coordination, and communication of all conference activities including travel logistics, materials shipping, event reservation, etc.</p>
<p><b>Visual/Graphic Designer I</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 4</b></p>	<p>—Prepares design files for print and web production including creating films, custom illustrations, blue lines, and match prints; providing file layout to fit presses; and correcting errors in print-ready files (e.g., missing images and fonts, color correcting, photograph manipulation, etc.) —Performs all aspects of computer-based design, layout and production for printed materials (brochures, posters, flyers, reports, magazines, etc.), websites, electronic documents (e-newsletters, banner ads, etc.) and booth displays. — Involved with the planning, coordination, and control of production processes to ensure the correct amount is produced at the right cost and at the right level of quality. —Knowledgeable of Flash, Adobe Illustrator, Photoshop, InDesign, PowerPoint, etc.</p>

<p><b>Visual/Graphic Designer I</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 4</b></p>	<p>—Prepares design files for print and web production including creating films, custom illustrations, blue lines, and match prints; providing file layout to fit presses; and correcting errors in print-ready materials (brochures, posters, flyers, reports, magazines, etc.), websites, electronic documents (e-newsletters, banner ads, etc.) and booth displays. — Involved with the planning, coordination, and control of production processes to ensure the correct amount is produced at the right cost and at the right level of quality. —Knowledgeable of Flash, Adobe Illustrator, Photoshop, InDesign, PowerPoint, etc.</p>
<p><b>Visual/Graphic Designer II</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 7</b></p>	<p>—Prepares design files for print and web production including creating films, custom illustrations, blue lines, and match prints; providing file layout to fit presses; and correcting errors in print-ready materials (brochures, posters, flyers, reports, magazines, etc.), websites, electronic documents (e-newsletters, banner ads, etc.) and booth displays. — Involved with the planning, coordination, and control of production processes to ensure the correct amount is produced at the right cost and at the right level of quality. —Knowledgeable of Flash, Adobe Illustrator, Photoshop, InDesign, PowerPoint, etc.</p>



<p><b>Min Years of Experience: 1- 4</b></p>	
<p><b>Design/Development Specialist III</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of Experience: 1- 4</b></p>	
<p><b>Design/Development Specialist IV</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of experience: 3 - 7</b></p>	
<p><b>Design/Development Specialist V</b></p> <p><b>Min Education: Bachelors</b></p> <p><b>Min Years of experience: 4 - 9</b></p>	
<p><b>Process Improvement Analyst 1</b></p>	<p>Guides and assists clients through a wide range of management, organizational and business improving enterprise-wide integration. Identifies best practices, assesses performance measurement and research, collecting data, eliminating duplication, outsourcing opportunities, streamlining, centralizing, business transformation.</p>
<p><b>Process Improvement Analyst 2</b></p>	<p>Guides and assists clients through a wide range of management, organizational and business improving enterprise-wide integration. Identifies best practices, assesses performance measurement and research, collecting data, eliminating duplication, outsourcing opportunities, streamlining, centralizing, business transformation.</p>
<p><b>Process Improvement Analyst 3</b></p>	<p>Guides and assists clients through a wide range of management, organizational and business improving enterprise-wide integration. Identifies best practices, assesses performance measurement and research, collecting data, eliminating duplication, outsourcing opportunities, streamlining, centralizing, business transformation.</p>
<p><b>Process Improvement Analyst 4</b></p>	<p>Guides and assists clients through a wide range of management, organizational and business improving enterprise-wide integration. Identifies best practices, assesses performance measurement and research, collecting data, eliminating duplication, outsourcing opportunities, streamlining, centralizing, business transformation.</p>
<p><b>Process Improvement Analyst 5</b></p>	<p>Guides and assists clients through a wide range of management, organizational and business improving enterprise-wide integration. Identifies best practices, assesses performance measurement and research, collecting data, eliminating duplication, outsourcing opportunities, streamlining, centralizing, business transformation.</p>

<b>Business Analyst 1</b>	Prepares and conducts business analyses and studies, needs assessments, requirements analysis/demands, requirements, reports, and recommendations related to management, organizational structure, and systems.
<b>Business Analyst 2</b>	Prepares and conducts business analyses and studies, needs assessments, requirements analysis/demands, requirements, reports, and recommendations related to management, organizational structure, and systems.
<b>Business Analyst 3</b>	Prepares and conducts business analyses and studies, needs assessments, requirements analysis/demands, requirements, reports, and recommendations related to management, organizational structure, and systems.
<b>Business Analyst 4</b>	Prepares and conducts business analyses and studies, needs assessments, requirements analysis/demands, requirements, reports, and recommendations related to management, organizational structure, and systems.
<b>Business Analyst 5</b>	Prepares and conducts business analyses and studies, needs assessments, requirements analysis/demands, requirements, reports, and recommendations related to management, organizational structure, and systems.
<b>Task Lead</b>	Experienced in task management, responsible for ensuring successful task completion within the scope of the contract.
<b>Senior Task Lead</b>	Senior leader, experience in project and task management, responsible for ensuring successful task completion and associated with assigned tasks.

## Service Contract Labor Standards

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

Wage Determination No.	Locality	Offered Prices Compliant?
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Administrative Assistant 2015-5813 \$23.29	Washington, DC Columbia County	Yes
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