



U.S. 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: <http://www.GSAAdvantage.gov>.

PROFESSIONAL SERVICES SCHEDULE (PSS)
Federal Supply Schedule 00CORP

SERVICE CODE: R499, U006

Contract number: GS-10F-0293X
Contract period: June 08, 2011 to June 07, 2021

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

For more information, please contact:
Halfaker and Associates, LLC (Halfaker)
2900 South Quincy Street, Suite 410
Arlington, VA 22206
Phone: 703-434-3900 Fax: 202-379-9767
E-mail: gsa@halfaker.com
Website: <http://www.halfaker.com>.

Business size: Large

Pricelist current through Modification PO-0009 dated April 4, 2016



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Customer Information

1a.	Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).	SINs 874-1 Consulting, 874-4 Training, 874-1RC Integrated Consulting Services, 874-4RC Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration
1b.	Identification of the lowest-priced item or service and lowest unit price for that item or service for each special item number awarded (attach separate sheet if necessary)	Not applicable
1c.	Labor category descriptions	Not applicable
2.	Maximum order threshold	\$1,000,000
3.	Minimum order	\$100.00
4.	Geographic coverage (delivery area)	50 United States; District of Columbia; Puerto Rico
5.	Point of production	Not applicable
6.	Discount from list prices or statement of net price	Net prices as set forth below
7.	Quantity discounts	None
8.	Prompt payment terms	None
9a.	Annotate if Government commercial purchase card is accepted	No
9b.	Discount for payment by Government commercial credit card	Not applicable
10.	Foreign items (list items by country of origin)	None
11a.	Time of delivery	As negotiated with ordering activity.
11b.	Expedited delivery	Contact Halfaker
11c.	Overnight and 2-day delivery	Contact Halfaker
11d.	Urgent Requirements	Contact Halfaker
12.	F.O.B. point(s)	Destination
13a.	Ordering address	Halfaker and Associates, LLC 2900 South Quincy Street, Suite 410 Arlington, VA 22206 Phone: 703-434-3900 Fax: 202-379-9767 E-mail: gsa@halfaker.com
13b.	Ordering procedures	For supplies and services, the ordering procedures, and information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-
14.	Payment address	Halfaker and Associates, LLC ATTN: Accounts Payable 2900 South Quincy Street, Suite 410 Arlington, VA 22206 accountspayable@halfaker.com
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)	Halfaker does not currently accept Government purchase cards
18.	Terms and conditions of rental,	Not Applicable

	maintenance, and repair (if 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)	Contact Halfaker
21.	List of service and distribution points (if applicable)	None
22.	List of participating dealers (if applicable)	None
23.	Preventive maintenance (if applicable)	None
24a.	Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants)	None
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.Section508.gov/ .	Not applicable
25.	Data Universal Number System (DUNS) number	557581779
26.	Notification regarding registration in Central Contractor Registration (CCR) database	Halfaker is registered at CCR / sam.gov



The Halfaker Advantage

Why choose Halfaker for Professional Services? Halfaker is dedicated to helping your organization translate your vision into success.

Halfaker and Associates, LLC (Halfaker), an award-winning professional and support services firm, was founded in 2006 with a focus on continuing a legacy of service to our nation. We advise and assist government organizations and commercial clients on issues of national and global significance across all our service areas. Our mission is to partner with our clients to address their most significant challenges relying on our team of multidisciplinary experts and our leading-edge innovation to produce meaningful results.

Over the years, Halfaker has earned a reputation as a trusted partner to military, civilian, commercial and industry clients through our responsiveness, efficient management structure and consistent performance. We leverage our deep domain knowledge and expertise combined with our leading-edge innovation to provide comprehensive and cost-effective services for our clients. We are recognized as an industry leader and provide services across the globe in the areas of organization and strategy, supply chain and logistics, intelligence, operations and resiliency and information technology. ***We continue to serve...***

To create greater value for our clients, we focus on integrating our capabilities to create lasting value and improve outcomes. Whether we are developing a social media strategy, managing global operations centers or providing enterprise-level program management support, we are dedicated to translating our clients' vision into success. ***Halfaker is proud to be a service-disabled veteran-owned, woman-owned, 8(a), small business.***



Halfaker's PSS Service Offerings

In the new era of doing more with less, efficiency is critical. Drawing on our extensive experience, we identify ways to make operations more lean and effective while still ensuring organizations have the necessary human capital and management systems to achieve their long-term strategic goals and manage risk, changing priorities, regulatory compliance and acquisition reform.

We offer services in the following SIN areas covered in the GSA PSS Federal Supply Schedule:

SIN 874-1: Consulting Services

SIN 874-4: Training Services

SIN 874-1RC: Integrated Consulting Services

SIN 874-4RC: Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration

SIN 874-1 Consulting Services

As an industry leader with extensive expertise in management consulting, Halfaker provides the right resources and team to partner with our clients. This methodology creates efficiencies, streamlines processes and improves productivity while maintaining an unwavering focus on providing meaningful return on investment and accomplishing mission objectives. We apply structured repeatable processes that assist leaders manage their organization's needs and achieve their mission goals through increased efficiency.

Our capabilities within this service area include:

- Organization and process improvement
- Strategy and change consulting
- Enterprise program management support
- Lifecycle acquisition support
- Studies, analyses, scenarios, and reports relating to an agency's mission-oriented business programs or initiatives
- Executive/management coaching services
- Customized business training
- Policy and regulation development support services

SIN 874-4 Training Services

Halfaker provides expert, comprehensive training services for both civil and military government agencies. We have experience in both the traditional training settings as well as a web-based systems. Our team has the experience necessary to develop comprehensive training plans, curriculum and additional training materials for customized subject-matter specific training and/or educational courses. We not only prepare the materials, we also deliver the courses and seminars to include syllabi, handouts, formal instructor-led training sessions and detailed practical exercises using multimedia tools.

Our capabilities within this service area include:

- Course planning and preparation
- Development of course materials
- Learning management and facilitation services
- Customized subject matter specific training
- Delivery of courses via an instructor-led and/or web-based system



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SIN 874-1RC Integrated Consulting Services

SIN 874-4RC Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration

Terms and Conditions

GSA multiple award schedule contracts are awarded in accordance with the provisions of Federal Acquisition Regulation Part 12—Acquisition of Commercial Items. To the maximum extent practicable, GSA multiple award schedule contracts include only those clauses and terms and conditions, either required to implement provisions of law or executive orders applicable to the acquisition of commercial items, or determined to be consistent with customary commercial practice. Ordering agencies may incorporate provisions in their task orders that are essential to their specific requirements (i.e., security, hazardous material handling, key personnel, etc.), provided they do not conflict with the terms and conditions of the contract. These provisions, when required, must be included in the individual task order, and any costs necessary to comply with the provision(s) will be included in the task order proposal price estimate, unless otherwise prohibited by law.

Service Contract Act:

The Service Contract Act (SCA) is applicable to this contract and as it applies to the entire Professional Services 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 29CFR 5413.300), 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 applicable wage determination (WD) number. Failure to do so may result in cancellation of the contract.

The terms and conditions of Halfaker's PSS contract are current through Refresh 24 to Schedule PSS.

Appendix A: PSS Labor Rates

PSS Hourly Labor Rates

The following labor rates are applicable to **SIN 874-1**: Consulting Services and **SIN 874-4**: Training Services.

BASE PERIOD

Labor Category Title	06/03/2011	06/03/2012	06/03/2013	06/03/2014	06/03/2015
	through	through	through	through	through
	06/02/2012	06/02/2013	06/02/2014	06/02/2015	06/02/2016
Senior Executive Staff I	\$175.00	\$179.55	\$184.22	\$189.01	\$193.92
Program Manager 2	\$105.58	\$108.33	\$111.15	\$114.04	\$117.01
Program Manager 1	\$89.17	\$91.49	\$93.87	\$96.31	\$98.81
Subject Matter Expert 4	\$119.67	\$122.78	\$125.97	\$129.25	\$132.61
Subject Matter Expert 3	\$102.50	\$105.17	\$107.90	\$110.71	\$113.59
Subject Matter Expert 2	\$93.53	\$95.96	\$98.45	\$101.01	\$103.64
Subject Matter Expert 1	\$85.00	\$87.21	\$89.48	\$91.81	\$94.20
Consultant 4	\$77.63	\$79.65	\$81.72	\$83.84	\$86.02
Consultant 3	\$68.68	\$70.47	\$72.30	\$74.18	\$76.11
Consultant 2	\$55.08	\$56.51	\$57.98	\$59.49	\$61.04
Consultant 1	\$50.41	\$51.72	\$53.06	\$54.44	\$55.86
Associate 4	\$44.28	\$45.43	\$46.61	\$47.82	\$49.06
Associate 3	\$41.00	\$42.07	\$43.16	\$44.28	\$45.43
Associate 2	\$37.18	\$38.15	\$39.14	\$40.16	\$41.20

OPTION PERIOD 1

Labor Category Title	06/03/2016	06/03/2017	06/03/2018	06/03/2019	06/03/2020
	Through	Through	Through	Through	Through
	06/02/2017	06/02/2018	06/02/2019	06/02/2020	06/02/2021
Senior Executive Staff I	\$197.99	\$202.15	\$206.40	\$210.73	\$215.16
Program Manager 2	\$119.47	\$121.98	\$124.54	\$127.15	\$129.82
Program Manager 1	\$100.89	\$103.01	\$105.17	\$107.38	\$109.63
Subject Matter Expert 4	\$135.39	\$138.24	\$141.14	\$144.10	\$147.13
Subject Matter Expert 3	\$115.98	\$118.41	\$120.90	\$123.44	\$126.03
Subject Matter Expert 2	\$105.82	\$108.04	\$110.31	\$112.63	\$114.99
Subject Matter Expert 1	\$96.18	\$98.20	\$100.26	\$102.37	\$104.52
Consultant 4	\$87.83	\$89.67	\$91.56	\$93.48	\$95.44

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Consultant 3	\$77.70	\$79.34	\$81.00	\$82.70	\$84.44
Consultant 2	\$62.32	\$63.63	\$64.96	\$66.33	\$67.72
Consultant 1	\$57.03	\$58.23	\$59.45	\$60.70	\$61.98
Associate 4	\$50.09	\$51.14	\$52.22	\$53.31	\$54.43
Associate 3	\$46.39	\$47.36	\$48.36	\$49.37	\$50.41
Associate 2	\$42.07	\$42.95	\$43.85	\$44.77	\$45.71

OPTION PERIOD 2

Labor Category Title	06/03/2021	06/03/2022	06/03/2023	06/03/2024	06/03/2025
	Through	Through	Through	Through	Through
	06/02/2022	06/02/2023	06/02/2024	06/02/2025	06/02/2026
Senior Executive Staff I	\$219.68	\$224.29	\$229.00	\$233.81	\$238.72
Program Manager 2	\$132.55	\$135.33	\$138.17	\$141.08	\$144.04
Program Manager 1	\$111.93	\$114.28	\$116.68	\$119.14	\$121.64
Subject Matter Expert 4	\$150.22	\$153.38	\$156.60	\$159.88	\$163.24
Subject Matter Expert 3	\$128.68	\$131.38	\$134.14	\$136.95	\$139.83
Subject Matter Expert 2	\$117.41	\$119.87	\$122.39	\$124.96	\$127.58
Subject Matter Expert 1	\$106.71	\$108.95	\$111.24	\$113.57	\$115.96
Consultant 4	\$97.45	\$99.49	\$101.58	\$103.72	\$105.90
Consultant 3	\$86.21	\$88.02	\$89.87	\$91.76	\$93.69
Consultant 2	\$69.14	\$70.59	\$72.08	\$73.59	\$75.13
Consultant 1	\$63.28	\$64.61	\$65.96	\$67.35	\$68.76
Associate 4	\$55.58	\$56.74	\$57.93	\$59.15	\$60.39
Associate 3	\$51.47	\$52.55	\$53.65	\$54.78	\$55.93
Associate 2	\$46.67	\$47.65	\$48.65	\$49.67	\$50.72

OPTION PERIOD 3

Labor Category Title	06/03/2026	06/03/2027	06/03/2028	06/03/2029	06/03/2030
	Through	Through	Through	Through	Through
	06/02/2027	06/02/2028	06/02/2029	06/02/2030	06/02/2031
Senior Executive Staff I	\$243.73	\$248.85	\$254.08	\$259.41	\$264.86
Program Manager 2	\$147.06	\$150.15	\$153.31	\$156.53	\$159.81
Program Manager 1	\$124.19	\$126.80	\$129.47	\$132.18	\$134.96
Subject Matter Expert 4	\$166.67	\$170.17	\$173.74	\$177.39	\$181.12
Subject Matter Expert 3	\$142.77	\$145.76	\$148.83	\$151.95	\$155.14
Subject Matter Expert 2	\$130.26	\$132.99	\$135.79	\$138.64	\$141.55
Subject Matter Expert 1	\$118.40	\$120.88	\$123.42	\$126.01	\$128.66



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Consultant 4	\$108.12	\$110.39	\$112.71	\$115.08	\$117.50
Consultant 3	\$95.66	\$97.67	\$99.72	\$101.81	\$103.95
Consultant 2	\$76.71	\$78.32	\$79.96	\$81.64	\$83.36
Consultant 1	\$70.20	\$71.68	\$73.18	\$74.72	\$76.29
Associate 4	\$61.66	\$62.95	\$64.28	\$65.62	\$67.00
Associate 3	\$57.10	\$58.30	\$59.53	\$60.78	\$62.05
Associate 2	\$51.79	\$52.87	\$53.98	\$55.12	\$56.27

Appendix B: PSS Labor Category Descriptions

Degree/Experience Equivalency

The table below outlines Halfaker's education-to-experience equivalency requirements. If a staff member has multiple degrees at the same level, it is the equivalent of an additional two years of experience. In the education and experience definitions that follow for each labor category, the below table is applicable unless otherwise noted.

Degree	Experience Equivalence	Other Equivalence
Associate's	2 years' relevant experience	Vocational or technical training in work-related fields†
Bachelor's	Associate's + 3 years relevant experience or 5 years relevant experience	Professional work-related certification, such as vendor certifications (e.g., Microsoft Windows NT) or Technical training in work-related fields†
Master's	Bachelor's + 3 years relevant experience or Associate's + 5 years' relevant experience	Professional license, for example, Professional Engineer
Doctorate	Master's + 3 years' relevant experience or Bachelor's + 6 years' relevant experience	

† Equivalence of years of relevant experience depends on type, length, and scope of training

Senior Executive Staff

Description: Senior Executive Staff are responsible for overall technical, business and financial management of programs and projects. They direct staff, oversee program budgets, schedules, and performance and have the primary responsibility for program health. Often the single point of contact for a client, Senior Executive Staff prepare and communicate contract status and performance outcomes and are responsible for ensuring that corporate resources are available and used effectively to meet client goals and requirements. Senior Executive Staff also develop technical approaches for complex problems and provide expertise at the highest government and corporate levels.

Education and Experience Requirements:

Position Title and Level	Education	Experience
Senior Executive Staff Level 1	Master's Degree	8

Program Manager

Description: Program Managers direct multiple work streams to oversee the performance of program personnel and interface with the client on program-related issues. The Program Manager is responsible for managing multiple contract operations and ensuring quality standards and work performance on all task orders. They direct the completion of projects and apply experience in: process analysis and redesign, financial management, performance measurement and management, strategy, risk management, organization design/workforce planning or a related functional business field. The Program Manager also maintains and manages relationships with the client on all levels and directs communication across the program and with key stakeholders.

Education and Experience Requirements:

Position Title and Level	Education	Experience
Program Manager 2	Master's Degree	6
Program Manager 1	Master's Degree	3

Subject Matter Expert

Description: Subject Matter Experts (SME) gather and organize information on problems or procedures, including present operating procedures. SMEs analyze data, develop information and assess available solutions or alternative methods of proceeding. They coordinate with clients and train users to ensure smooth implementation and functional performance of new systems, procedures or organizations. They develop and implement operational tests and assessments and maintain functional and operating documentation. SMEs plan the study of work problems and procedures such as: organizational change, communications, information flow, decision-making processes, control processes, operational effectiveness, and cost analyses. They organize and document technical findings and prepare recommendations for the implementation of new systems, procedures or organizational changes. They oversee and manage projects and programs. SMEs also provide specialized knowledge in specific functional or operational domains or in analysis methods or disciplines.

Education and Experience Requirements:

Position Title and Level	Education	Experience
Subject Matter Expert 4	Master's Degree	12
Subject Matter Expert 3	Master's Degree	9
Subject Matter Expert 2	Master's Degree	6
Subject Matter Expert 1	Master's Degree	3

Consultant

Description: Consultants gather and organize information on problems or procedures, including present operating procedures. They analyze data, develop information, and assess available solutions or alternative methods of proceeding. Our Consultants coordinate with clients and train users to ensure smooth implementation and functional performance of new systems, procedures, or organizations. They develop and implement operational tests and assessments as well as develop and maintain functional and operating documentation. The Consultants plan study of work problems and procedures (for example, organizational change, communications, information flow, decision-making processes, control processes, operational effectiveness, or cost analyses). They organize and document findings of studies and prepare recommendations for implementation of new systems, procedures or organizational changes. They also oversee and manage projects and programs.

Education and Experience Requirements:

Position Title and Level	Education	Experience
Consultant 4	Bachelor's Degree	10
Consultant 3	Bachelor's Degree	8
Consultant 2	Bachelor's Degree	6
Consultant 1	Bachelor's Degree	4



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Associate

Description: Associates gather and organize information on problems or procedures, including present operating procedures. The Associate analyzes data, develops information, and assesses available solutions or alternative methods of proceeding. They coordinate with clients and train users to ensure smooth implementation and functional performance of new systems, procedures, or organizations. They also develop and implement operational tests and assessments as well as develop and maintain functional and operating documentation.

Education and Experience Requirements:

Position Title and Level	Education	Experience
Associate 4	Bachelor's Degree	3
Associate 3	Bachelor's Degree	2
Associate 2	Bachelor's Degree	1